

C. May

ORLEANS BOARD OF SELECTMEN
SPECIAL BUDGET MEETING MINUTES

February 28, 2012

Approved on April 11, 2012

A special budget session meeting of the Orleans Board of Selectmen was held on Tuesday, February 28, 2012 in the Nauset Room of the Town Hall. Present were Chairwoman Margie Fulcher, Vice-Chairman Sims McGrath Jr., Clerk Jon R. Fuller, Selectwoman Susan B. Christie, Town Administrator Jon Kelly, Director of Municipal Finance David Withrow and Recording Secretary Kristen Holbrook. Selectmen Dunford was not present for the meeting.

Mr. Dunford was not present for the meeting.

Call to order: (00:00:15)

Chairwoman Fulcher called the meeting to order at 9:10 AM.

Continue Review of FY2013 Budget: (00:00:33)

The Board met with Town of Orleans Highway Department and Transfer Station Manager Mark Budnick for the review of his proposed FY2013 budget.

Mr. Budnick explained that the only change to budget #294 for the Tree Warden was an increase for equipment hire for a bucket truck in the amount of \$724. In regards to budget #421 for the Highway Department Mr. Budnick explained that he is interested in making the Highway Department more efficient using advanced computer software for fleet maintenance and work orders. Mr. Budnick also feels that the pavement saw needs to be replaced as parts for the current model can no longer be purchased due to its obsolescence.

On a motion by Mr. Fuller, seconded by Mr. McGrath, the Board voted to authorize the Town Administrator to fill the vacant full time position in the Highway Department for the new fiscal year. The vote was 4-0-0.

Mr. McGrath asked about the decrease to the repair of public property line. Mr. Budnick explained that the reduction was due to the completion of a project in the previous fiscal year. Mr. Kelly updated the Board with a regional initiative through the Cape Cod Commission regarding a cooperative purchase of a street sweeper.

Mr. Budnick presented the Board with information on the proposed FY2013 snow removal budget. The Board reviewed the transfer station budget #431 with Mr. Budnick. Mr. Fuller stated that he is and has always been in favor of using an enterprise fund for the transfer station, so that the fees charged for stickers and disposal would be returned to the Transfer Station budget. Mr. Kelly replied that an article for the creation of an enterprise fund is always an option, but there are many considerations due to the seasonal nature of the Town. Mr. Fuller stated, that while he understands it is not possible at this time, the Town should be striving toward the 100% covered operating expenses as a goal for the future.

The Board met with Parks and Beaches Superintendent Paul Fulcher for a review of his proposed FY2013 budget. In review of budget #192 the Board discussed increases for repairs in the Town Hall. Mr. Fulcher also recommended that the Board vote to reduce budget #198 in the amount of \$12,000 for janitorial services and increase the overtime and salary line by \$7,200.

On a motion by Mr. McGrath, and seconded by Mr. Fuller, the Board voted to remove the \$12,000 for contracted janitorial services and replace the funds in the amount of \$7,200 in the salary and overtime line. The vote was 4-0-0.

Mr. Fulcher explained that Budget #650 for the Parks and Beaches Department held some of the significant changes such as a reduction in salary in the amount of \$12,000 as he is recommending eliminating the staffing for lifeguards at Pilgrim Lake. Mr. Fulcher also recommended an increase in \$1,481 in order to increase the Skaket Beach Gate Attendant from 30 hours to 40 hours, increasing the Nauset Beach Parking Attendant funding in the amount of \$2,961 due to the increased use of the beaches and an increase in the Seasonal Laborer salary of \$11,778. Making these changes will allow Mr. Fulcher to reduce the total line item by \$12,035.

On a motion by Mr. Fuller, and seconded by Mrs. Christie, the Board voted to approve the recommendations of the Parks and Beaches Superintendent. The vote was 4-0-0.

Mr. Fulcher explained the changes to his budget for Eldredge Park maintenance and repairs. Mr. Fulcher explained that he is not budgeting for repairs to Eldredge Park as he believes it is the responsibility of Orleans Athletic Association. The Parks Department is also eliminating the use of chemical fertilizers and exclusively using compost. Under budget line item #5241 Repair and Maintenance, Mr. Fulcher has added \$1800 for emergency lighting, \$1400 for restroom door repair, the stairs need to be repaired at a cost of \$250, exposed wiring needs to be addressed for \$1100, and an additional \$2200 is needed to install low-flow toilets. The total increase of \$7000 will be mitigated by reducing the \$9500 budgeted for tennis court repair. Mr. Fulcher asked that the \$9500 for tennis court repair be added to the facility maintenance plan for FY14.

On a motion by Mr. Fuller, and seconded by Mrs. Christie, the Board voted to approve the changes as outlined by the Parks Superintendent to increase the Parks and Beaches Department Repair and Maintenance budget by \$7,000 and reducing the budget for repair of the tennis court by \$9,500. The vote was 3-1-0, Mrs. Fulcher voted no.

Mr. Fulcher explained changes to the Water Safety Instructor training and asked the Board to increase the funding by \$1000.

On a motion by Mr. McGrath, and seconded by Mrs. Christie, the Board voted to increase the funding for Water Safety Instructor and Life Guard Training by \$1000. The vote was 4-0-0.

The Board discussed vehicle replacements and the possible purchase or lease of an

electronic sign. Mr. Fulcher reviewed the changes to his budget that surround maintenance and repairs to address issues at Nauset Beach, necessary repairs to Liam's and replacing the septic system at Skaket Beach. Mr. Fulcher updated the Board with information on the transition from using the Gavigan Cottages for housing seasonal staff, to using the former motel at the Hubler Property.

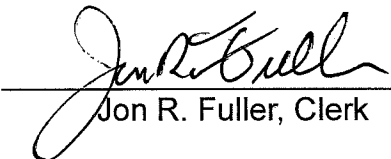
The Board continued their review of the proposed FY2013 budget. Mr. Kelly explained that there was an error in budget #510 for the Health Department. The Health Department has requested that \$2000 be made available for non-union clerical services.

On a motion by Mr. McGrath, and seconded by Mrs. Christie, the Board voted to increase the Health Department Salary line item in the amount of \$2000 for non-union clerical services. The vote was 4-0-0.

Adjourn: (02:04:04)

On a motion by Mr. McGrath, and seconded by Mr. Fuller, the Board voted to adjourn. The vote was 4-0-0.

Respectfully submitted,
Kristen Holbrook



Jon R. Fuller, Clerk

