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APPROVED: 1/14/10

FINANCE COMMITTEE MINUTES

The Jan. 7, 2010, meeting of the Orleans Finance Committee was convened by Committee Chairman Walter Bennett at 7:00 p.m. in the Nauset Room of the Orleans Town Hall. Present constituting a quorum were Mr. Bennett, Edwin Barr, Mark Fiegel, Dale Fuller, Laurence Hayward, John Hodgson, Gwen A. Holden Kelly, Paul Rooker, and Rick Sigel.

Guests

Paul Ammann, Ed Daly, and Greg Horne of the Orleans' Citizen Peer Review Panel were in attendance at the meeting.

Approval of Minutes

On a motion made by Ms. Holden Kelly, the minutes of the Nov. 12, 2009, meeting were approved 6-0-0, with Messrs. Hayward, Hodgson, and Rooker abstaining.

Briefing from the Orleans' Citizen Peer Review Panel

Members of the Orleans' Citizen Peer Review Panel presented, and responded to questions concerning, the findings of their review of the MEP reports for the Namskaket, Little Namskaket, and Rock Harbor marsh systems.

New Business

Finance Committee Submission for the 2009 Town Annual Report

The Finance Committee reviewed a draft write-up on the 2009 activities and membership of the Finance Committee prepared by Mr. Bennett for inclusion in the Orleans annual Town report for that year. **On a motion made by Ms. Holden Kelly, the Committee voted 9-0-0 to approve that write-up for inclusion in the 2009 Town report.**

Budget Review Process, Schedule, and Assignments:

Messrs. Bennett and Hayward reviewed with Finance Committee members the procedures and schedule that would be followed by the Committee in carrying out its review of the Town's fiscal year 2011 operating budget. Mr. Hayward advised members that he would be forwarding copies of the budget review schedule, assignment sheets, and other materials to Committee members via email.

Review of Capital Improvement Programs:

The Finance Committee initiated its review of programs currently included in the Town's Capital Improvement Plan in preparation for formulating that Committee's recommendations on priorities for capital spending in fiscal year 2011. The Committee's review during the meeting focused on four Highway Department capital projects:

- Water Quality: \$150,000

- Paving: \$300,000
- New Town Maintenance Facility: \$6,000,000
- Front End Loader: \$160,000

The Committee decided that it would be beneficial to secure and review any existing Town/department policies on vehicle purchase, maintenance, and replacement and prepare a list of questions to be asked by the Committee in conjunction with its review of all vehicle purchase proposals.

Board of Selectmen Reports

The following Finance Committee members reported on the indicated meetings of the Orleans Board of Selectmen:

- Mr. Rooker on the Nov. 12, 2009, meeting;
- Mr. Sigel on the Nov. 18, 2009, meeting;
- Mr. Hodgson on the Dec. 2, 2009, meeting;
- Mr. Fuller on the Dec. 9, 2009, meeting;
- Ms. Holden Kelly on the Dec. 16, 2009, meeting;
- Mr. Barr on the Jan. 6, 2010, meeting.

Department and Committee Liaison Reports

Department Liaison Reports

None.

Committee Liaison Reports

Finance Committee members reported on meetings and activities of the following Town boards and committees:

- Dec. 1, 2009, meeting of the Snow Library Renovation Committee (Mr. Hodgson);
- Dec. 3, 2009, and Jan. 7, 2010, meetings of the Community Preservation Committee (Ms. Holden Kelly);
- Jan. 6, 2010, meeting of the Orleans Water and Sewer Commission (Mr. Barr);
- Jan. 7, 2010, meeting of the Orleans Board of Health (Mr. Fuller).

Old Business

Draft Brochure for Capital Budget Public Hearing:

Mr. Bennett thanked Mr. Barr for his work in preparing a draft brochure to solicit citizen participation in the public hearing on the Town's capital budget that will be hosted by the Finance Committee on Feb. 24, 2010. Mr. Bennett said that Board of Selectmen Chairman Jon Fuller and Town Administrator John Kelly are scheduled to meet to review the draft brochure on Jan. 8. He noted that the brochure cannot be finalized until the Town Administrator's recommendations for fiscal year 2011 capital spending are received on Jan. 15 and it is clear what programs are being recommending for funding in that fiscal year.

Adjournment

On a motion made by Mr. Fiegel, the meeting was adjourned at 9:45 p.m.

Respectfully submitted

Gwen A. Holden Kelly
Recording Secretary