



C. Macey

TOWN OF ORLEANS
TOWN CLERKS OFFICE

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FINANCE COMMITTEE MINUTES

The November 18, 2010, meeting of the Orleans Finance Committee was convened by Chairman Larry Hayward at 7:00 p.m. in the Nauset Room of the Orleans Town Hall. Present constituting a quorum were Chairman, Mr. Larry Hayward, Vice Chairman, MS. Gwen Holden Kelly, Secretary, Mr. Mark Carron, Members, Mr. Dale Fuller, Mr. Ed Barr, Mr. Walter Bennett and Mr. Paul Rooker. Absent members; Mr. John Hodgson and Mr. Rick Sigel.

Guests:

None

Approval of Minutes:

On a motion made by the secretary, seconded by Mr. Bennett, the minutes of the October 28, 2010, Finance Committee meeting were approved as amended 6-0-1 (with Mr. Rooker abstaining).

On a motion made by Vice Chairman Ms. Holden Kelly, seconded by Chairman Mr. Hayward to place the November 12, 2010 budget subcommittee minutes in the Finance Committee's November 18, 2010 packet was approved 7-0-0.

Public Comment:

There was no public comment.

Response from Town Administrator:

Chairman Hayward reviewed with the committee the Town Administrators response to some questions raised by members during prior meetings. The Town Administrator responded to "Barnstable County Retirement, Unfunded Pension Liability", GASB 45 And Other Post Employment Benefits" and "Ambulance Receipts Reserved For Appropriation". Chairman Hayward indicated that it is the practice of the departments to ask all employees to inform their department heads if they planned to retire in the coming fiscal year so that it can be adequately funded. Mr. Carron asked for more information on the unfunded liability questions. In particular, how is the amount arrived at? He asked if the committee could obtain the calculation method used to estimate the total amount of the unfunded liabilities.



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Subcommittee Report:

Vice Chairman Ms. Holden Kelly and Mr. D. Fuller met to organize and draft questions, which the committee had previously discussed, in a format for discussion at this meeting. Each question presented was reviewed in depth. Mr. D. Fuller suggested that the committee focus its efforts in preparation for the Q&A between the Town Administrator and Director of Finance upon their visit to our meeting on Thursday December 9, 2010.

Mr. Rooker made the point that the current Insurance Benefits Unfunded Liability is not funded as is the Retirement Unfunded Liability.

It was suggested that the current contracts be reviewed to see how they handle unused vacation time and what potential impact that expense could have on annual budgets.

Mr. Carron asked if the committee had copies of the Executive contracts, which Chairman Hayward indicated that the committee did not.

There was a brief discussion on how and why the State took over the management of the County Retirement Fund.

After much discussion, Chairman Hayward asked the subcommittee to meet once more to implement the ideas presented in the form of a letter which the Chair would sign and send off to the Town Administrator in adequate time for the Town Administrator to review the question prior to our meeting on December 9, 2010.

A motion by Mr. Carron, seconded by Chairman Hayward, was to re-appoint the subcommittee, to re-word the 7 questions selected by the Finance Committee, presented in a formal letter format, for presentation to the Town Administrator over the signature of the Chairman. The motion carried unanimously

Department Budget Review Schedule:

Vice Chairman Ms. Holden Kelly distributed to the committee the Draft Proposed Meeting Schedule. After much discussion the following changes were agreed upon.

- Move Assessing to earlier in January
- Invite the Town Administrator and Director of Finance to the March 17 meeting for our final budget review.
- Drop off health at the March 10 meeting
- Move the Town Administrator and Director of Finance from January 27 to the January 20 meeting.

Other Business:



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(This header outlines possible future topics)

Chairman Hayward suggested that he and Vice Chairman Ms. Holden Kelly cover the Selectman's regular meetings through May and that each Finance Committee member attend the Selectmen's budget meeting when the member's assigned budgets were to be presented. In these cases, it may require more than one member to be in attendance at the same meeting.

It was suggested the Mr. Ed Daly be placed on the agenda to discuss the work of the Orleans Peer Review give the Finance Committee and update on their progress and findings to date.

Reports:

Mr. Barr reported on the Board of Health.

Mr. Carron reported on the November 17 Board of Selectman's meeting. The Board, after much discussion, approved moving forward with the NAS Study by sending a letter of appreciation to the County Commissioners for their support. He also reported that Assistant Town Planner John Jannell has been moved to assume the job of Conservation Agent and would not be appointing a new Assistant Town Planner.

Mr. Bennett reported on the Water and Sewer Commissioners. He reported that they reviewed the Preliminary Budget. He also noted that they discussed the Tank Repair. Mr. Kelly will be attending the commissioner's next meeting to discuss how to move forward with the selection of a new Water Superintendent.

Mr. Carron noted two articles in recent Cape Cod Times. One on the actions taken at the recent Town of Brewster Town Meeting which reflected the voters approving the leasing of highway equipment. Second article referenced the vote in the Town of Barnstable on the voters' rejection of Question 3 to fund the sewer extension.



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Adjournment:

There being no further business before the committee the meeting was adjourned at 9:45 p.m.

Respectfully submitted

Mark E. Carron
Secretary

Next Meeting:

Thursday, December 9, 2010 at 7:00 in the Nauset room at the Town Office Building.

Handouts:

- BOS Coverage Schedule
- Minutes on the Budget Meeting Procedures
- Finance Committee Issues and Questions
- Proposed Meeting Schedule
- Town Departments and Finance Committee Liaison assignments

Future Agenda Topics:

- Get detail on unfunded Retirement liabilities
- Get details on unfunded Insurance liabilities
- Invite Mark Budnick in to give report on expenditures
- Invite Ken Hull in to review drop in valuation/fluctuation
- Invite in Ed Daly to update the committee on the Orleans Peer Review
- School sustainability issues
- Debrief on the Town Hearings on Budget and Capital Plan issues