



FINANCE COMMITTEE MINUTES

The January 20, 2011 meeting of the Orleans Finance Committee was convened by Chairman Larry Hayward at 7:08 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. John Hodgson, Mr. Rick Sigel and Mr. Paul Rooker. Absent member; Mr. Walter Bennett.

Guests:

Mr. Jon Fuller, Selectman Liaison

Public Comment:

Mr. Gary Clinton from Nickerson Road, Orleans spoke before the committee regarding Waste Water.

Approval of Minutes:

On a motion made by the secretary, seconded by Mr. D Fuller, the minutes of the December 9, 2010, Finance Committee meeting were approved as amended 7-0-1 (with Mr. Hodgson abstaining).

On a motion made by Mr. Barr, seconded by Mr. D Fuller, the minutes of the December 13, 2010, Finance Committee meeting were approved 7-0-1 (with Mr. Carron abstaining).

Follow-up on Joint Budget Hearing:

Chairman Hayward informed the members that after speaking with the Chairman of the Board of Selectman it was determined that there was not sufficient time to work out the logistics to schedule joint budget meetings for this fiscal year. He also indicated that our appointing authority, the Town Moderator, did not see any conflict in a joint meeting without deliberations should they occur.

Secretary Mr. Carron asked for clarification on the conflict the Town Clerk advised him of regarding the first Thursday of each month, through the budget season, was now reserved for the Nauset Regional School Committee. The Chairman informed the committee that Mr. Kelly had mentioned this possibility to the Chairman earlier, but he was not advised that final arrangements had been made. The clerk had informed the Secretary that on the nights which conflict, the committee could hold their budget hearings in the Skaket room but they would not be televised. Several members expressed



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concern over the possibility of not having the Finance Committee Budget Hearings televised. After much discussion, the Chairman indicated he was informed by Mr. Kelly that Monday nights are often available. It was agreed by the committee to move the meetings which conflict to the Monday nights. The Chairman requested that the Secretary contact the Clerk's office with the new dates and report the findings back to him.

There was also a conflict on February 10, 2011 due to a public hearing by the Department of Transportation (DOT) on the proposed round about at the Rt6 and Rt28 intersection. It was agreed by all that our regular Finance Committee meeting would be cancelled that week so that the full board could attend the DOT public hearing.

Finance Committee WEB Page uses:

Mr. Sigel distributed a sample of the 4th of July Committee's home WEB page and the visitors sign-up page which enables users to receive automatic e-mail notices when the subject matter selected is updated on particular WEB pages (i.e. Selectman's agenda) on the town's WEB site.

Mr. Barr inquired on how the page writing would be kept current, who would write it and who would post it? Mr. Sigel indicated that Peter VanDyke would handle the posting of information. Mr. Barr then suggested that the committee should look into setting up a blog for communications. Mr. Sigel felt that because it was a town sponsored WEB page, and the Finance Committee being one of many committees within the town who are listed on a WEB page, that the Board of Selectman might have issues enabling individuals to post comments and questions on the public site in that manner.

After much discussion, it was felt that overall our WEB utilization in the town can be improved. Mr. Rooker suggested that the Chairman start out each meeting with information regarding the Finance Committee's WEB page(s). The Chairman asked if any member had ideas on how to better utilize the Finance Committee's WEB pages to send those thoughts to Mr. Sigel.

Joint Public Hearing on the Capital Plan:

Chairman Hayward suggested that we use the same format that was so successful last year to inform the residents of the public hearing. Chairman Hayward asked Mr. Barr to revise last year's handout and Chairman Hayward would revise the posters. Mr. Rooker, after reviewing the Capital Plan distributed to the Board of Selectman, asked if the Finance Committee could receive back-up data on the individual projects presented. Mr. D. Fuller reviewed the Charter which indicates that the Town Administrator is required to provide the information Mr. Rooker has requested. Mr. Sigel asked if it was possible for members to ask questions. Mr. Carron pointed out that the hearing was for residents to



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comment on the capital budget and any questions from the Finance Committee should come after all inquiries from the public were heard.

Other Business:

Mr. D. Fuller inquired into what financial reports the Finance Committee would like to receive on a regular basis, or when the requested report is generated for the Board of Selectman. In particular, Mr. D. Fuller mentioned:

- Ambulance Cash Flow Analysis
- Comparison of Local Estimated Receipts
- Local Receipts Schedule
- Auto Fleet Schedule
- Outstanding Long Term Debt
- Cash Flow Analysis

Mr. Rooker suggested that the motion include a report which reflects a cash flow analysis on a monthly basis to help determine how the budget is performing against the actual receipts and expenditures.

On a motion made by Mr. Carron, to request, from the Town Administrator, the reports indicated in the minutes. Said reports to be used by the Finance Committee when reviewing the financial condition of the town and budgets. The motion was seconded by Mr. D Fuller, and approved unanimously.

Board, Committee and Department Reports:

Mr. Barr reported that the Board of Health plans to hold a public hearing on the increase Transfer Station fees in late February or early March.

Vice Chairman Ms. Holden Kelly reported on the Board of Selectman's meeting held on January 19, 2011. Ms. Carol Ridley from the Pleasant Bay Alliance made a presentation on the use of Fertilizers and their contribution to the nitrates in our water ways.

The board discussed the budget deficit which currently appears to have a surplus in the out years, but the Town Administrator cautioned that and potential budget surplus in the coming years needs to be tempered by the fact that we do not have any collective bargaining agreements in place; school funding requirements are uncertain; and town's building and facility infrastructure and maintenance needs won't be fully known until the Master Plan proposed has been completed.

The FY 12 Capital Budget is in a holding pattern. Several items still need to be resolved (building renovations) before a true Capital Plan.



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Vice Chairman Ms. Holden Kelly also mentioned the discussion on School choice. More discussion is needed to review the impact of classroom sizes, funding/re-imbursements for each student.

Mr. Barr reported that the Water and Sewer Board will be developing a budget for the Water Testing Lab. The board also spoke of the lower cost and faster meter reading thanks to the installation of more radio controlled water meters.

Mr. Carron reported on the Cape Cod Commission subcommittee hearing held on the town's CWMP. The hearing drew a good crowd, with several calling into question issues which did not appear to be resolved by the CWMP. Others reported on behalf of organizations or groups favoring the current CWMP. With a filing deadline of 1/28/11, the subcommittee realized that they could not meet the filing deadline and respond appropriately to their findings. They also questioned the plume flow direction which appears (from the hearing slides) to flow towards and under resident homes.

Adjournment:

There being no further business before the committee the meeting was adjourned at 9:30 p.m.

Respectfully submitted

Mark E. Carron
Secretary



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Next Meeting:

Thursday, January 27, 2011 at 7:00 in the Nauset room at the Town Office Building.

Handouts:

- 1/29/11 Tentative Year 2012 Budget Review Schedule
- Meeting Posting Letter to Town Clerk
- Draft Capital Budget
- Memo outlining report request from Mr. D. Fuller
- Copy of 4th of July town's WEB page
- Copy of Subscribe to News WEB page

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
- Debrief on the Town Hearings on Budget and Capital Plan issues
- Discuss Finance Committee WEB site opportunities