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K. Darling
ORLEANS TOWN CLERK

FINANCE COMMITTEE MINUTES

The March 24, 2011 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. Ed Barr, Mr. John Hodgson, Mr. Rick Sigel and Mr. Paul Rooker. Members absent, Mr. Dale Fuller.

Guests:

Mr. Jon Fuller, Selectman Liaison
John Kelly, Town Administrator
David Withrow, Finance Director

Budget #192 Town Office Building Budget Total \$153,738

01:34 on Video Tape

The Budget was discussed with the Town Administrator and tabled awaiting further information.

Budget #440 Sewerage Collection Budget Total \$42,000

36:29 on Video Tape

This budget was tabled as the Board of Selectman has yet to approve this budget.

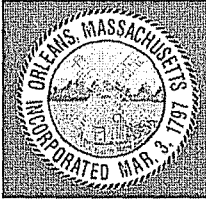
Budget #450 Water Department Budget Total \$1,068,915

57:06 on Video Tape

Mr. Carron moved that budget #450 Water Department in the amount of \$1,068,915 be approved. The Motion was seconded by Vice Chairman Holden-Kelly and was approved 6-1-0 (Mr. Hodgson voting Na).

Budget #710 Principal Bonds Budget Total \$2,509,962

Budget #751 Interest Bonds Budget Total \$1,151,179



FINANCE COMMITTEE MINUTES

62:38 on Video Tape

The Town Administrator informed the committee that he had discussed with the Board of Selectman changing the funding request for a back Hoe, to a 1 ton pick-up.

Vice Chairman Holden-Kelly moved that budgets #710 Principal Bonds in the amount of \$2,509,962 and #751 Interest Bonds Water Department in the amount of \$1,151,179 be approved. The Motion was seconded by Mr. Carron and was approved 7-0-0.

<u>Budget #914</u>	<u>Employee Insurance</u>	<u>Budget Total \$2,058,068</u>
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92:39 on Video Tape

The committee inquired into the handling of the retire employee process and funding.

Mr. Carron moved that budget #914 Employee Insurance in the amount of \$2,058,068 be approved. The Motion was seconded by Vice Chairman Holden-Kelly and was approved 7-0-0.

<u>Budget #131</u>	<u>Finance Committee</u>	<u>Budget Total \$115,850</u>
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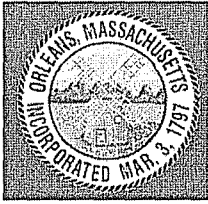
105:09 on Video Tape

The committee discussed the option of funding for a clerical position, but decided to consider that funding at perhaps a later date.

Mr. Carron moved that budget #131 Finance Committee in the amount of \$115,850 be approved. The Motion was seconded by Vice Chairman Holden-Kelly and was approved 7-0-0.

Public Comment: 137:46 on Video Tape

Mr. Gary Clinton presented the committee with an article on Step Cluster Systems which cost significantly less those sewers. Mr. Clinton was asked to investigate how this system works in the North East which has seasonal weather conditions.



FINANCE COMMITTEE MINUTES

Approval of Minutes: *149:09 on Video Tape*

On a motion made by the secretary, seconded by Chairman Hayward, the minutes of the March 17, 2011, Finance Committee meeting were approved as amended 6-0-1 (Mr. Sigel abstained).

Other Business:

None

Board, Committee and Department Reports: *155:20 on Video Tape*

Vice Chairman Holden-Kelly reported that at the Board of Selectman's meeting they discussed the Recreation Budget with Mr. Guttman. The Board also completed the budgets #440 to the end.

Mr. Rooker indicated the Energy Committee noted that the Solar Panels on the COA will save the town roughly \$2,500 per year in Electrical cost.

Mr. Barr reported that the capital cost to repair/paint the Water Tower has been moved up in the Capital Plan.

Adjournment: *187.00 on Video Tape*

There being no further business before the committee the meeting was adjourned at 10:10 p.m.

Respectfully submitted

Mark E. Carron
Secretary



FINANCE COMMITTEE MINUTES

Next Meeting:

Wednesday 30, 2011 at 5:00 pm in the Skaket room at the Town Office Building.

Wednesday 30, 2011 at 6:30 pm (Public Hearing) in the Nauset room at the Town Office Building.

Thursday 31, 2011 at 7:00 pm in the Nauset room at the Town Office Building.

Handouts:

- Town and Special Town Meeting Warrant tally sheet
- Financial Plan (3/17/11)
- Memo FY12 Operating Budget
- Budget Changes (3/16/11)
- Article on STEP Cluster systems
- Memo from Chief Quinn on Oil Tank at 139 Main Street (3/23/11)

Future Agenda Topics:

- Get detail on unfunded Retirement liabilities
- Get details on unfunded Insurance liabilities
- 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
- Review the importance of an MIS audit
- Review the merits of the towns participation in the RTA
- It was suggested that the committee add on to the list of future topics rolling salaries into Job Description – Both Chief's get paid under the Civil Defense Budget.
- It was suggested that the committee add reviewing the Unfunded Liability and the creation of "Trust Funds" to their list to follow-up.
- Review benefits derived from participation in Old Kings Highway Historic District
- It was asked to place the Putnam Property review on the follow-up list. Questions on why the extra money is needed should be reviewed.
- Look over list of Vehicles to determine information needed for next budget year.
- Discuss funding source for Pavement Management and Waste Water runoff.