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Deputy Ass't
ORLEANS TOWN CLERK

FINANCE COMMITTEE MINUTES

The June 9, 2011 meeting of the Orleans Finance Committee was convened by Chairman Mr. Larry Hayward at 7:00 p.m. in the Nauset Room of the Orleans Town Hall. Present constituting a quorum were Members Ms. Gwen Holden Kelly, Mr. John Hodgson, Mr. Dale Fuller and Mr. William Weil. Members absent were Mr. Mark Carron, Mr. Ed Barr, Mr. Rick Sigel, and Mr. Paul Rooker.

Guests:

~~Mr. Jon Fuller, Selectman-liaison~~

Public Speak:

None

Approval of Minutes: :25 on Video Tape

On a motion made by Mr. Weil, seconded by Mr. Hodgson the minutes of the May 26th Finance Committee meeting were approved 4-0-1 (with Mr. Hayward abstaining) as amended.

Review of the Issues and Projects to be Monitored 3:40 on Video Tape

Ms. Holden-Kelly reviewed the updated list of projects for the Finance committee to monitor.

Town pavement and water quality drainage programs – Mr. D. Fuller

CWMP options study – Mr. Barr

Town facilities study – Mr. Weil

School choice study and reassessment of Nauset Regional School per pupil costs – Chairman Hayward

Putnam property grant/clean-up – Vice Chairman Ms. Holden-Kelly

OES playground replacement project – Mr. Hodgson

New DPW organization – Mr. Carron

Beach Road phase of "Coast to Coast" sidewalk project – Mr. Sigel

Developing plan for financing CWMP implementation – Mr. Rooker

Land acquisition-related grants: Receipts and use of funds – Mr. D. Fuller

Ms. Holden-Kelly stated that she has not confirmed the CWMP assignment with Mr. Rooker as of today. Mr. Hodgson mentioned that at the last BOS meeting the County Ocean Management Policy issue with wind turbines in Cape Cod Bay was brought up by Mr. McGrath. Mr. Jon Fuller stated this issue was brought to the BOS attention on short notice and were looking for support from all the selectmen. The selectmen need to have



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some questions answered before they can vote on the issue. Therefore no action was taken at the meeting. It was decided we will add this item on our monitor list.

Review of the Fiscal Year 2012 Budget Process: 13:03 on Video Tape

Mr. Hayward felt we should table this until we have most of the members present to review.

Update on the Finance Committee "To Do" list: 15:00 on Video Tape

Mr. Hayward asked to briefly review the list to see if any items have been completed and or new items should be added. Below is the current list of issues to monitor as of May 26, 2011:

- Get details on unfunded retirement and insurance liabilities
- Review the unfunded liabilities and the creation of trust funds
- Invite Ken Hull in to review drop in valuation/fluctuation of assessments
- Discuss Finance Committee Web site opportunities
- Review the importance of an MIS audit
- Debrief on the Town Hearings on Budget and Capital Plan issues
- Review the merits of the town's participation in the RTA
- Discuss the rolling of salaries into Job description – both Chief's get paid under the Civil Defense Budget
- Review benefits derived from participation in Old Kings Highway Historic District
- Follow-up on the Putnam Property as there are questions why extra money is needed
- Look over list of Vehicles to determine information needed for next year's budget
- Discuss funding source for Pavement Management and Waste Water runoff
- Research annual article to Hold State Harmless – Why?
- Look at School Choice and per student cost
- Study the process and Fee's charge by Orleans for services
- Snow removal issues: Privatization/pretreatment (added during May 26th meeting)

Mr. D. Fuller said we can remove the funding source for Pavement and Waste Water runoff item as the override to fund this was approved at the town meeting and at the polls. Mr. Hayward said we did receive the details on the unfunded retirement and insurance liabilities but should wait to review these issues and the creation of a trust fund until Mr. Carron is present. Mr. Hodgson stated that the Putnam property issue should include having a process when the town is purchasing property so that we do not encounter last minute issues. Ms. Holden-Kelly said she will add the process issue to the list. Concerning Vehicle replacement we need to find out and understand the process that the departments use when they deem it necessary to replace a vehicle. Ms. Holden-Kelly will update this issue to include looking over the current process that is in place. We need to understand the process (if any) concerning the town fees for services.



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Other Business: 20:12 on Video Tape

Mr. Hayward mentioned that the closing of the year end books will be on July 15th so at our meeting on July 14th we may review the final figures that Dave Whithrow will be supplying. Mr. Hayward also mentioned that the reappointments paperwork has been submitted for Mr. D. Fuller, Mr. Rooker and Mr. Weil. Ms. Holden-Kelly asked about the status of the school playground and Mr. Hodgson stated that the playground has been closed during the school hours and the state has required it be closed for the after school program. ~~There are signs that the playground is closed but people have access to the area~~ as it is not fenced off which can leave the town liable. Mr. Hodgson said that a few years ago the Falmouth elementary school had their old playground dismantled with the help of Sheriff's department inmate workforce and purchased a custom kit for \$150,000 using volunteers to build it. Mr. Weil stated that since Habitat for Humanity only has one house to build this summer there will be a lot of experienced volunteers available to build a new playground. Mr. Hayward will follow-up with Mr. John Kelly about this important issue.

Boards, Committee and Department Reports: 42:02 on Video Tape

Affordable Housing Committee - Mr. Hayward received an email from Mr. Siegel reporting that the Affordable Housing committee is in the process of looking into candidates for the housing project and requested from Habitat for Humanity how they recruit potential qualified buyers.

Board of Selectmen - Mr. Hodgson reported that at 8:00PM on June 15 at the Orleans Inn there will be a meeting concerning how businesses can become green certified and on June 25th from 9:00AM to 12:00PM at the Jailhouse Tavern there will be a meeting concerning the small pipe waste water issue. The only new appointment made was Mr. McGrath assigned to the Water Quality Task Force. All other liaison appointments will remain the same.

Adjournment: 47:25 on Video Tape

There being no further business before the committee the meeting was adjourned at 7:48 p.m.

Respectfully submitted
William Weil
Acting Secretary

Next Meeting:

Thursday June 23, 2011 at 7:00 pm in the Nauset Room at the Town Office Building.