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## FINANCE COMMITTEE MINUTES

The July 14, 2011 meeting of the Orleans Finance Committee was convened by Chairman Hayward at 7:00 p.m. in the Nauset Room of the Orleans Town Hall. Present constituting a quorum were Chairman, Larry Hayward, Vice Chairman, Ms. Gwen Holden Kelly, Secretary, Mr. Mark Carron, Members, Mr. John Hodgson, Mr. Paul Rooker, Mr. Rick Sigel, Mr. William Weil, Mr. Ed Barr and Mr. Dale Fuller.

**Guests:**

Mrs. Elizabeth Smith, COA Director

**Public Speak:**

None

**Reserve Fund transfer Requests: 1:00 on Video Tape**

Mrs. Smith reviewed the following transfer requests with the committee:

Department: 541                      Line Item: #1541002-524100                      COA  
Transfer request                      \$2,942.48  
Cover unexpected cost to replace Water Heater

**Mr. Carron moved that the Fund Transfer Request for COA be approved in the amount of \$2,942.48. The motion was seconded by Mr. Hodgson, and approved 8-0-0.**

Department:                      Line Item: #511300                      Bldg. Code Board of Appeals  
Transfer request:                      \$28.95

**Vice Chairman Holden-Kelly moved that the Fund Transfer Request for Bldg. Code Board of Appeals be approved in the amount of \$28.95. The motion was seconded by Mr. Hodgson, and approved 8-0-0.**

**Approval of Minutes: 18:25 on Video Tape**

**On a motion made by secretary, Mr. Mark Carron seconded by Mr. Weil, the minutes of the June 9, 2011, Finance Committee meeting were approved as amended 7-0-1 (Vice Chairman Fuller abstained).**

Mr. Sigel joined the meeting



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### **Election of Officers: 23:07 on Video Tape**

**On a motion by Chairman Hayward, seconded by Mr. Hodgson, Mrs. Holden-Kelly was nominated to be Chairman. The motion was approved 9-0-0.**

**On a motion by Chairman Holden-Kelly, seconded by Mr. Hodgson, Mr. D. Fuller was nominated to be Vice Chairman. The motion was approved 9-0-0.**

Mr. Carron asked the committee to consider not appointing the new member as the committee's secretary. Mr. Carron felt it was too difficult for new members to follow the details of the meeting while also taking minutes. Mr. Barr suggested the committee consider budgeting funds for a paid secretary during the months of the towns budget review.

**On a motion by Mr. Hayward, , seconded by Mr. Hodgson, Mr. Weil was nominated to be Secretary. The motion was approved 9-0-0.**

Chairman Holden-Kelly asked the committee to consider designating that the prior Chairman would fill in as Chairman in the absence of both the Chair and Vice Chair.

**On a motion by Chairman Holden-Kelly, seconded by Mr. Barr the committee approved the adoption of assigning the Chairmanship in the absence of the current Chair and Vice Chair to the past Chairman. The motion passed 9-0-0.**

Mr. Hodgson commented that he felt the committee should be more visible during the Selectman's meetings. Mr. Carron commented that he recalled that Mr. Bennett approached the Chairman of the Board of Selectman on this very subject. Mr. Hayward indicated he would ask Mr. Bennett when they speak the next time and report back his comments.

The meeting was turned over to Chairman Holden-Kelly at 7:40 p.m.

### **Prioritize Finance Committee "To Do" list 39:20 on Video Tape**

After some discussion, the committee agreed to take up the following on the "To Do" list:

- Unfunded retirement liabilities/unfunded insurance liabilities/creation of "trust funds".
- Annual Town Audit
- Property valuation and assessments
- MIS audits
- Land purchases



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- Vehicle maintenance and replacement
- Fees for Town services

Members felt that asking the Town Director of Finance Mr. Withrow to present the first two issues.

Mr. Rooker asked if we could have someone come before the committee to discuss Moody's rating on Unfunded Liabilities. Mr. Carron noted that perhaps a member of the Cape Cod Five Bond department could come before us as they prepare most, if not all of the towns bonding material.

Mr. Hodgson suggested the committee consider holding joint meetings with our sister towns on the School budgets. The Chair indicated that she will contact the other Finance Committee Chairs and discuss this idea.

Chairman Holden-Kelly and Vice Chairman Fuller will review the Liaison assignments. If any member has a particular department they wish to be a liaison to, please send along your request to the Chair.

### **Update on the OES Playground 72:43 on Video Tape**

Mr. Hodgson reported that the School Committee had voted to close the Playground to all the public. They are working on plans how the most cost effective way to dismantle the playground.

The committee discussed the "Green" program which the regional committee is attempting to take advantage of. This program enables schools to upgrade their facilities, while making them more energy efficient. Currently, there is a plan being developed to replace the roof, windows, etc. Orleans share would be in the range of \$731,000. The committee had several questions which Vice Chairman Fuller would address with our liaison, Mr. Jon Fuller in hopes he could ask the questions of the Superintendent when he appears before the Board of Selectman on this subject at their next meeting.

It was noted that the Board of Selectman will be holding a special meeting Tuesday the 19<sup>th</sup> to discuss the CWMP/DIR hearings held by the county and how to address the issues raised by the residents on Aspinet Road.

### **Other Business: 98:06 on Video Tape**

None



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### **Boards, Committee and Department Reports: 98:58 on Video Tape**

Chairman Holden-Kelly reported the Finance Committee had a good showing at the Small Pipe Forum sponsored by the Orleans Taxpayers Association.

Mr. Barr reported on the Board of Selectman meeting heard a report from Chief Roy. Current man power is down 4, soon to be 5, with one replacement in the pipeline. The board has requested a 60 extension from the commission on the DIR hearing moving forward. The greenhouses on the Putnam property have been removed – at no cost to the town! Mr. McGrath reported on the state of the Solid Waste Proposals.

Mr. Barr reported that the Board of Health met on the 7<sup>th</sup>, no news worth reporting.

Mr. Barr reported that the Board of Water and Sewer Commissioners re-organized appointing Mr. Rich, Chairman and Ms. Bruce, Vice Chairman. The commissioners are having trouble hiring a replacement to run the town Lab.

### **Adjournment: 117:00 on Video Tape**

**There being no further business before the committee the meeting was adjourned at 8:55 p.m.**

Respectfully submitted

Mark E. Carron  
Secretary

### **Next Meeting:**

*Thursday July 28 at 7:00 pm in the Nauset Room at the Town Office Building.*

### **Handouts:**

- Reserve Fund balance sheet
- Future Agenda Topics
- List of Issues/Projects and Assignments