



FINANCE COMMITTEE MINUTES

The January 26, 2012 meeting of the Orleans Finance Committee was convened by Chairman Ms. Gwen Holden-Kelly at 7:00 p.m. in the Nauset Room of the Orleans' Town Hall. Present constituting a quorum were Members; Mr. Dale Fuller, Mr. Paul Rooker, Mr. Mark Carron, Mr. John Hodgson and Mr. Rick Sigel. Members absent were; Mr. William Weil, Mr. Larry Hayward and Mr. Ed Barr.

Guests:

Mr. John Fuller, Selectmen liaison

Public Comment

None

Handouts

Chairman Holden-Kelly reviewed with the members all of the handouts which were attached to the agenda.

Approval of Minutes 06:20 on Video Tape

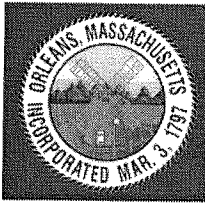
On a motion made by Mr. Carron, seconded by Mr. Sigel, the minutes of the January 12th Finance Committee meeting was approved 6-0-0.

Update on Misc. items from Town Administrator 07:18 on Video Tape

Mr. D. Fuller informed the committee that the outstanding items (Ambulance Receipts and Vehicle Schedule) have been received and now available for reference during the budget process.

Town Bonding 09:20 on Video Tape s

Mr. D. Fuller updated the committee on the Bond Refinancing and noted that the savings as a result of the refinancing will not affect the tax rate. This is true because the refinance affected only water and land bank bonds. Mr. Rooker asked if our water rates would see any effect. Mr. J. Fuller indicated that the Board of Selectman will be reviewing the water rates and funding.

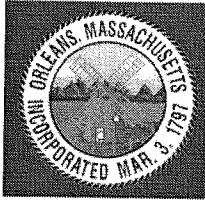


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2013 Fiscal Budget 11:10 on Video Tape

Mr. D. Fuller took the committee through a review of the following budgets:

- 135 **Finance Director** – only change is in longevity for the Director of Finance due to that field now being rolled into his salary through the renewal of his contract.
- 141 **Assessing** – Salary decrease in clerical pay
- 145 **Treasurer/Collector** – Salary decrease in clerical pay
- 710 **Principal Notes & Bonds** - There was a question if the refinance was reflected in the budget as presented?
- 751 **Interest Notes & Bonds** – No significant changes
- 820 **Mass Assessment** – No significant changes
- 830 **County Assessment** - No significant changes (It was mentioned that with the deficit for the first quarter of this fiscal year, may cause an increase in the county fees.)
- 155 **Management Information Systems** - No significant changes, but Chairman Holden-Kelly mentioned that they stressed to the Town Administrator that the Finance Committee would support increases that would enhance Information Systems throughout the town departments.
- 122 **Town Administrator Office** – The legal line item has been increased by \$9,000.00, and Unfunded PR Liability line was moved up to Salaries. This line item helps offset any unexpected retirements within the town.
- 123 **Telecommunication** - No significant changes (down only \$800)
- 124 **Media Operations** - No significant changes (question was raised over the continued problem with replaying meetings in the archives)
- 161 **Town Clerk** – Increase due to the funding of one additional town meeting.
- 176 **Zoning Board of Appeals** - No significant changes
- 195 **Town Reports and Meetings** – Slight increase due to printing of additional reports for the fall town meeting
- 291 **Civil Defense** – Now known as Emergency Management. There are several line items reflecting increases and will need to be studied further during our budget discussions with the Fire Chief.
- 424 **Street Lights** - No significant changes
- 543 **Veterans Services** - No significant changes
- 690 **Old Kings Highway** - No significant changes (Mr. Segil brought up once again the issue of whether the town will decide to proceed with dropping out of the process)
- 692 **Memorial and Veterans Day** - No significant changes
- 699 **Special Events and Information** - No significant changes
- 840 **Other Assessments** - No significant changes
- 912 **Insurance and Bonds** - No significant changes (Mr. Carron suggested it may be a good time to ask the Board of Selectman to appoint an Insurance Committee to look into our Insurance Policies. In prior years this was done every 5-7 years.)



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- 913 **Unemployment Compensation** - No significant changes (The town does Self Insure)
- 914 **Employee Health Insurance** – There is an increase which is yet to be finalized until the rates are set.
- 131 **Finance Committee** - No significant changes (Mr. Carron asked the committee to consider inserting funding for a secretary during the budget season so that all members can concentrate on the budgets before them. After much discussion, the following motion was made and passed.)

On a motion made by Mr. Carron, seconded by Mr. Sigel, the committee voted 5-1-0 to authorize the Chairman to work with the Town Administrator to calculate the hours and dollars necessary to fund a clerical position during the fiscal budget hearings for fiscal year 2013. The responsibilities include only taking and processing the minutes of those budget hearings. Prior to Fiscal Year 2014, the committee will evaluate the effectiveness of this position before additional dollars would be allocated going forward. (Chairman Holden-Kelly voted Nay)

Other Business 99:25 on Video Tape

Mr. Carron asked if the committee would give consideration to sending the Board of Selectman a letter in support of Remote Participation in Committee Meetings as drafted under the Open Meeting Law. After some discussion, Chairman Holden-Kelly indicated she will research the current status of this section of the Open Meeting Law and bring back her findings to the committee.

Boards, Committee and Department Reports: 109:30 on Video Tape

Mr. Hodgson updated the committee on the actions of the school committees. He indicated that the Orleans School Committee discussed at length opening up the opportunity at the school for Choice Students starting at grade 3. Against the Superintendent's recommendation, by a straw vote, the committee supported further study of this issue.

Mr. Hodgson also noted that the School Committee discussed the cost per student, which members felt was inflated over the actual cost. Some could be contributed to how the Town allocates office expense to the school. Mr. Carron mentioned that the Water Department historically has had issues with this allocation as well.

Mr. Hodgson also reported that the School Committee voted to re-instate the Pre-school program.

Mr. Rooker gave an update on the actions of the Renewable energy committee. There continues to be concern expressed that the committee will not receive the information



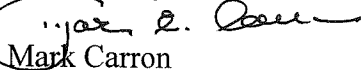
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necessary to meet the deadline for submitting an article to the warrant. That being the case, the committee will be working with the Town Administrator to develop a more open article that could be presented at town meeting and enable the town to proceed once all of the proper information has been studied and recommended.

Adjournment: 158.00 on Video Tape

There being no further business before the committee the meeting was adjourned at 9:43 p.m.

Respectfully submitted



Mark Carron

Secretary

Next Meeting:

Thursday February 2, 2012 at 7:00 pm in the Nauset Room at the Town Office Building.