



## FINANCE COMMITTEE MINUTES

The October 25, 2012 meeting of the Orleans Finance Committee was convened by Chairman Ms Gwen Holden-Kelly at 7:00 pm in the Nauset Room of the Orleans Town Hall. Present and constituting a quorum were members: Mr. Mark Carron, Mr. Dale Fuller, Mr. Joshua Larson, Mr. Paul Rooker, Mr. Rick Sigel, and Mr. William Weil. Members absent were Mr. Larry Hayward and Mr. John Laurino.

### Guests

Mr. Josh Stewart, Chairman, Orleans School Committee  
Mr. David Abel, Orleans School Committee  
Ms Gwynne Guzzeau, Orleans School Committee  
Dr. Richard Hoffman, Superintendent, Nauset Public Schools  
Ms Giovanna Venditti, Nauset Public Schools  
Ms Diane Carreiro, Principal, Orleans Elementary School  
Mr. David Dunford, Orleans Board of Selectmen  
Mr. John Hodgson, Orleans Board of Selectmen

### Public Comment

None

### Meeting with Orleans School Committee 0:30 on video recording

Chairman Holden-Kelly welcomed the members of the Orleans School Committee present and invited them to participate in a discussion of the issues that they believe to be important for the Orleans Elementary School, in particular with respect to potential finance and budgeting issues. The major issues raised and discussed in detail during the meeting included:

- what to do with special needs children (e.g. educating at OES or paying to send to another facility);
- investment in technology;
- physical plant needs;
- school choice and regionalization;
- budgeting;
- after-school programs;
- potential for pre-school; and
- community support.

### Handouts 96:30 on video recording

Chairman Holden-Kelly reviewed the contents of the materials handed out to Committee members, including the list of proposed questions for the Committee to take up with the Orleans School Committee members present at this meeting; the Orleans Board of Selectmen's Budget Policy for FY 2014; the Town of Orleans' FY 2013-2016 Financial Plan revised to show impact of retro COLA funding on FY 2014; and a presentation by the Town of Orleans on the various classifications of revenue items for local taxation purposes.

**Approval of Minutes** 102:20 on video recording

**Mr. Larson moved that the Committee approve the minutes of the September 20, 2012 meeting. Mr. Rooker seconded the motion. The motion passed 7-0-0.**

**Mr. Larson moved that the Committee approve the minutes of the October 11, 2012 meeting. Mr. Carron seconded the motion. The motion passed 6-0-1.**

**Final Review of and Action on Draft Letter to the Board of Selectmen** 103:30 on video recording

**There being no further comments on the letter to the Board of Selectmen, Mr. Carron moved that the Committee approve the letter. Mr. D. Fuller seconded the motion. The motion passed 7-0-0**

**Status Update on Items in Finance Committee FY 2013 Issues List** 104:50 on video recording

Ms Holden-Kelly opened the discussion by noting that the wastewater report prepared by Weston & Sampson, the Town's consultants, had been completed, and the Committee held a brief discussion on the conclusions of the report. The Committee also heard brief updates on the following issues:

- the MEP report on the Nauset Harbor embayment will be discussed at a meeting in December;
- status of the Town opting out of the Old King's Highway historical district;
- the need to update the Issues List with items that have recently arisen (e.g. ERP system, transfer station/solid waste removal contract status); and
- the regionalization of the 911 calling system.

**Board, Committee and Liaison Reports** 125:25 on video recording

The following members of the Committee reviewed their most recent participation in the following meetings:

- Ms Holden Kelly reviewed her participation in the October 11 Board of Selectmen meeting;

- Mr. D. Fuller gave a brief summary of the two most recent Board of Health meetings;
- Ms Holden Kelly told the Committee about the issues raised at the latest meeting of the Board of Water & Sewer Commissioners; and
- Mr. Rooker gave a brief review of the current situation with the Renewable Energy Committee.

**New Business** 137:45

Mr. Larson raised several topics that the Committee has raised in previous meetings that should be put on the agenda or Issues List for future meetings:

- question about whether the Town should indemnify the Commonwealth against any and all liability for work performed on Town sewer and drainage projects (Massachusetts General Law Chapter 91, Sec. 25);
- an investigation into and discussion of whether or not the Town should consider investing in a municipal Enterprise Resource Planning (ERP) system; and
- a demonstration of remote meeting technology.

**Future Meetings** 140:30

Next Committee meeting - Thursday, November 8, 2012.

Ms Holden-Kelly noted that at the next meeting, the Committee will discuss, among other things, the Committee's remote participation policy; the Committee's FY 2014 budget request; and follow up on the FY 2011 turn-back analysis.

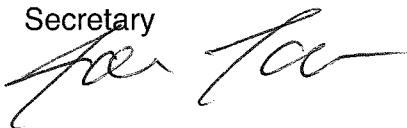
The Chairman also noted some topics of import for the Committee's December 13, 2012 meeting, including a review of the Board of Selectmen's recommendations on joint budget review meetings; a preliminary discussion of a syllabus by which Finance Committee members might familiarize themselves with all aspects of municipal finance in Massachusetts generally and the Town of Orleans specifically; a review of the draft Committee report for inclusion in the Town's 2012 annual report; and an update on the status of recruiting a secretary for the Committee on a temporary basis for budget season.

**Adjournment** 147:45 on video recording

There being no further business before the Committee, Mr. Carron moved to adjourn. Mr. Sigel seconded the motion and the meeting was adjourned at 8:45 pm.

Respectfully submitted

Joshua Larson  
Secretary



**Next Meeting**

Thursday, November 8, 2012