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ORLEANS TOWN CLERK

## FINANCE COMMITTEE MINUTES

The April 4, 2013 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. Joshua Larso, Mr. John Laurino, Mr. Paul Rooker, Mr. Rick Sigel, and Mr. William Weil. Absent were members Mr. Dale Fuller and Mr. Laurence Hayward.

### Guests

Mr. Jon Fuller, Chairman of the Orleans Board of Selectmen  
Mr. William Quinn, Orleans Fire Chief

### Orleans Fire reserve fund transfer request 0:25 on video recording

Fire Chief Quinn approached the podium with a reserve fund transfer request amounting to \$45,000 for the Orleans Fire Department. The initial briefing did not include a discussion or vote, as it was not listed on the meeting agenda. The Fire Chief noted the recent storms, including Hurricane Sandy and Blizzard Nemo, forced the Fire Department to increase staffing, which crippled their overtime budget. It was understood that the Fire Department would not be able to make ends meet until the Special Town Meeting, which will draw up a special town article for the Fire Department. The Finance Committee requested more specifics on the amount being put into the town article, as well as Fire Department's budget figures for the end of this fiscal year, to aid their discussion at next week's meeting. The Fire Chief recognized that the state would be sending a refund for Blizzard Nemo, which he estimated was a ballpark figure of \$85,000. He emphasized that this refund would be funds for the entirety of the town however, and not specifically for the Fire Department. The Fire Chief stated he would bring the requested information to next week's Financial Committee meeting for discussion.

### Approval of Minutes 4:39 on video recording

On a motion made by Mr. Carron, seconded by Mr. Sigel, the minutes of the March 6<sup>th</sup>, 2013 joint Finance Committee and Board of Selectman public hearing on the FY 2014 Town operating budget were approved 5-0-2 with Mr. Weil and Mr. Rooker abstaining.

On a motion made by Mr. Larson, seconded by Mr. Sigel, the minutes of the March 13<sup>th</sup>, 2013 joint Finance Committee and Board of Selectman meeting were approved 7-0-0.

**On a motion made by Mr. Larson, seconded by Mr. Carron, the minutes of the March 20<sup>th</sup>, 2013 joint Finance Committee and Board of Selectman meeting were approved 7-0-0.**

**On a motion made by Mr. Larson, seconded by Mr. Weil, the minutes of the March 28<sup>th</sup>, 2013 Finance Committee meeting were approved 6-0-1 with Mr. Rooker abstaining.**

**On a motion made by Mr. Larson, seconded by Mr. Weil, the minutes of the April 3<sup>rd</sup>, 2013 joint Finance Committee and Board of Selectman public hearing on changes made to the FY 2014 Town Operating Budget by the Board of Selectmen subsequent to the March 6, 2013, public hearing on that Budget were approved 7-0-0.**

**Review and discussion of Annual and Special Town Meeting Warrant**  
**Articles 9:29 on video recording**

The Finance Committee recognized that it had no involvement or input in union contracts, but agreed they were uncomfortable voting to approve funds for Orleans Town contracts until the salary figures were released.

- The motion to fund the Orleans Police Federation contract was withdrawn. Mr. Rooker noted his only concern with approving this contract would be if the amount was not being offset by the general operating budget.

**On a motion made by Mr. Carron, seconded by Mr. Larson, the Finance Committee voted to recommend approval of the Capital Improvement Plan 7-0-0.**

**On a motion made by Mr. Carron, seconded by Mr. Laurino, the Finance Committee voted to recommend funding the purchase of a new street sweeper 7-0-0.**

- The Board debated about purchasing a smaller street sweeper with advanced technology, and contracting spring-cleaning. The cost of a smaller unit would be \$125,000, but there would be additional annual cost of \$22-25,000 for contractors. It was also noted by the Board that the new EPA storm water regulations require more frequent sweeping during certain timeframes, and at locations with catch basins and areas where objects are more likely to flow into the water. This timeframe causes issues with contracting, as it would result in increased contractor rates. Purchasing a sweeper unit with another town was also discussed, but due to the timeframes, the sweeper would be required in both towns at the same time. It would also be difficult in an emergency to have to go to another town to bring the sweeper back to the accident site. It was noted that the difference in costs between a larger unit and smaller unit with contractors was calculated and were found to be negligible. The

conclusion by the Board was to vote to purchase a larger sweeper unit at \$220,000, allowing the town to have total control over the unit.

**On a motion made by Mr. Carron, seconded by Mr. Weil, the Finance Committee voted to recommend approval of funding the storm water management plan design and construction 7-0-0.**

- The Committee questioned why the GIS wasn't being wrapped up into one article, and also why this project was not being done in phases. It was noted that the Town Administrator, Mr. Kelly, felt it wise to avoid risking the entire article being voted down in order to consolidate GIS. Other members of the Committee also explained that the design and planning could not be separate from the construction, as without the project being linked to a construction phase, the Town would not be unable to bond the purchase. Mr. Larson agreed it made sense to lower the cost of funding over twenty years. Mr. Carron concurred, adding that the project cost would increase annually, and could become a \$3 million project, so it was wise to begin budgeting now. It was also agreed that if the project was done in phases, it would be easier to vote the article down in a later town meeting, and only one town meeting vote should be required to approve the article.

**On a motion made by Mr. Carron, seconded by Mr. Rooker, the Finance Committee voted to recommend approval of funding the conservation mooring replacement pilot program 4-3-0 with Mr. Laurino, Mr. Weil, and Mr. Larson opposing.**

- Ms Holden-Kelly noted that the moorings would be leased. There are currently 200 moorings being purchased, and 1,300 moorings currently in the town. She recognized that one of the members of the Board of Selectman voted no, as they felt it was not the town's position to compete with marinas that also lease moorings.
- Mr. Larson voiced his concern about there being a cost estimate provided, but no revenue estimate.
- Mr. Laurino noted that the Town appeared to be purchasing the moorings with no plan on what to do afterward, and he could not vote to support that expenditure.
- Mr. Carron stated that the town could not move ahead with the planning unless they had access to funds, so to make the money available it had to be voted on at town meeting. He added that did not mean that the Board of Selectman should go forward with spending any of the funds, until they see an actual plan.
- Ms Holden-Kelly stated the Board of Selectman would not go ahead if they did not agree on the mooring plan. She recognized there was a great deal of enthusiasm initially for the moorings, as they don't effect eel grass, however there were now many issues being raised, such as if the moorings would even stay put with the many layers of sediment. She felt it

would be beneficial to know more about the planning phase before the money is spent.

- Mr. Jon Fuller noted the town could not bond the moorings with only a study, so the construction aspect had to be attached to the plan, but may not be acted on.

**On a motion made by Mr. Carron, seconded by Mr. Larson, the Finance Committee voted to recommend approval of funding water storage tank no. 1's rehabilitation and painting 7-0-0.**

**On a motion made by Mr. Carron, seconded by Mr. Weil, the Finance Committee voted to recommend approval of funding the Orleans Chamber of Commerce 7-0-0.**

- Ms Holden-Kelly recognized the Chamber may require more funds, but they also need to reorient how they are spending their money, as the net impressions are not favorable. The Chamber needs to systematically change its focus, as doing their finances layer by layer is not working, and it was important for the Committee to check in with the Chamber to see where they are going.
- The Committee felt it was a good investment, as the town tax revenue created was significant, and it was a good plan for the town moving forward.
- Mr. Rooker added it would be beneficial to move the information booth, as it currently gets little foot traffic, and there are no parking spaces where it is located.
- Mr. Sigel noted there was an OCP conversation about moving the Chamber of Commerce nearby the Chocolate Sparrow, which received favorable reactions from the Committee.

**On a motion made by Mr. Carron, seconded by Mr. Weil, the Finance Committee voted to recommend approval of funding the Fourth of July Parade 7-0-0.**

- Mr. Jon Fuller had previously felt money has been leftover for the Parade, so had decreased the budget. He noted the fundraising money is spent first, then donated money second, and that several new bands for this year's parade have upped costs, and the parade required the \$5,000 be put back into their budget.

**The Finance Committee withdrew a vote on funding Potential Employee Buyouts.**

- After reviewing the figures, it was determined with salary, sick leave, and vacation days, the town would be able to fund two employees with these savings.
- Mr. Larson questioned where these funds had been drawn from in the past, when there were no savings for it.

- Ms Holden-Kelly recognized the terms of the fund were worded oddly, but the state often requires certain terminology be used.
- Mr. Fuller noted the Town would begin to encourage employees to use vacation days, and ensure they start taking them. There would also be more limitations on sick days, with some of the changes already being implemented in new contracts.

The Committee considered bringing in Mr. McGrath to discuss the report on SEMASS and the process before voting on a contract for the Orleans's disposal of solid waste.

**On a motion made by Mr. Carron, seconded by Mr. Weil, the Finance Committee voted to recommend approval of funding the construction of a new snack shack at Skaket Beach 7-0-0.**

**On a motion made by Mr. Carron, seconded by Mr. Weil, the Finance Committee voted to recommend approval of funding for safety and security equipment for OES 7-0-0.**

- Mr. Larson felt it was important for the right people who knew how to execute and run the equipment to be the ones manning the equipment.
- Ms Holden-Kelly stated OES has admitted they don't have anyone to watch the cameras, but have discussed having volunteers.
- Mr. Larson felt that was not adequate surveillance, and asked if the footage could be directed to police department.
- Ms Holden-Kelly said it could be done, but there was not the staff for the police to be watching it all the time, and the footage was to be used to look back at incidents.

#### **Transfer Articles 95:47 on video recording**

The Committee agreed to vote on some of the transfer articles individually, though it was acknowledged the transfer article vote would appear to the town as an approval or disapproval for the articles as a whole.

**On a motion made by Mr. Larson, seconded by Mr. Laurino, the Finance Committee voted to recommend approval of funding the Pleasant Bay Alliance assessment 7-0-0.**

**On a motion made by Mr. Larson, seconded by Mr. Weil, the Finance Committee voted to recommend approval of funding the interest on notes and bonds 7-0-0.**

**On a motion made by Mr. Sigel, seconded by Mr. Larson, the Finance Committee voted to recommend approval of funding the demolition of the Gavigan and Hubler cottages 4-2-1 with Mr. Carron and Mr. Sigel opposed and Mr. Rooker abstaining.**

- Mr. Carron and Mr. Sigel felt the roof and walls of the Gavigan property having been recently replaced might make the property appropriate for affordable housing. They felt the Town should go forward with the Hubler demolition, and review a report on the cost of repairing the Gavigan cottage, before demolishing it. Mr. Larson noted the wording of the article does not obligate the Board to anything other than transfer money for the demolition. It doesn't compel them to tear everything down, so the Board could demolish Hubler, and reevaluate Gavigan.

**On a motion made by Mr. Carron, seconded by Mr. Weil, the Finance Committee voted to recommend approval of funding the Water Department's backhoe repairs 7-0-0.**

**Special Town Meeting 120:11 on video recording**

**On a motion made by Mr. Sigel, seconded by Mr. Larson, the Finance Committee voted to recommend approval of rescinding the Town's unauthorized debt 7-0-0.**

- Mr. Fuller noted the town had been carrying these numbers from FY12 in their financial plan as if they were settled, when these items are not.
- This would close out these articles, ensuring nothing is issued on any of them.

**On a motion made by Mr. Sigel, seconded by Mr. Carron, the Finance Committee voted to recommend approval of funding the Water Department's Asset Management and Implementation plan 7-0-0.**

**On a motion made by Mr. Larson, seconded by Mr. Weil, the Finance Committee voted to recommend approval of funding the Orleans Elementary School boiler replacement 7-0-0.**

Ms Holden-Kelly recommended that the Committee think of a list of people who could be brought in to answer general wastewater questions, so the committee could better understand what cost would be required for the water quality improvement budget.

**Board of Selectman Review 146:11 on video recording**

The Board withdrew the proposals to:

- End participation in the district's Old Kings Highway.
- Add two firefighters for Nauset Beach (does not include discussion on the EMTs).
- Drop the overtime reduction of \$70,000.
- Drop the salt brine spreader expenditure from the capital plan. This purchase will be on hold until the new DPW can evaluate the expenditure.

The Board approved:

- the addition of \$24,000 for benefits at OES.

- \$25,000 be put into the stabilization fund.

The Board wishes to better understand the correlation between overtime and staff, and tabled the discussion about charging \$10 for beach stickers.

**Review of draft of Finance Committee 2013 Report to Town voters that will be included in the Warrants document front matter 149:22 on video recording**

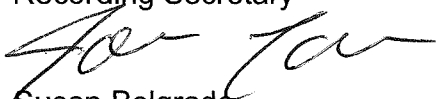
Ms Holden-Kelly reviewed the draft report for the warrant. She noted Mr. Withrow would review the draft and update all the new budget figures, and Mr. Rooker would do any rewrites on the draft. She recognized there was little time to edit, and she would attempt to receive and incorporate the Committee's suggestions and sign off on the warrant by April 11<sup>th</sup>, 2013.

Both Mr. Larson and Mr. Laurino applauded Ms. Holden-Kelly's draft, but felt it was important to add a portrayal of the budget as a planning tool, and recognize budget improvements in the town and schools were necessary. Mr. Laurino also added that he wished for more emphasis on the fact that town issues are intertwined, as property tax is tied up with housing, which affects the younger demographic.

**Adjournment 172:03 on video recording**

There being no further business before the Committee, Mr. Sigel moved to adjourn. Mr. Larson seconded the motion, and the meeting was adjourned at 9:52 pm.

Respectfully submitted  
Joshua Larson  
Recording Secretary

  
Susan Belgrade  
Temporary Recording Secretary

**Next Meeting**

Thursday, April 11, 2013