

MINUTES OF MEETING OF WAREHAM FINANCE COMMITTEE

Date of Meeting: **December 19, 2012**

I. CALL MEETING TO ORDER

The meeting was called to order at 6:32 P.M.

II. ROLL CALL

Members Present: Donna Bronk, Chairman
 Frank Heath, Vice Chairman
 Larry McDonald, Clerk
 David Trudell
 Bonnie Cottuli
 Sam Gray
 Tom Worthen

Members Absent: Marilyn Donahue
 Dominic Cammarano

Also Present: Derek Sullivan, Interim Town Administrator

NOTE: Ms. Bronk asked for a moment of silence for Bobby Hunter who recently passed away & for all the victims of the tragedy that occurred in Newtown, Ct.

III. CITIZENS PARTICIPATION

Present before the FinCom: Bob White

Mr. White wished everyone a Merry Christmas & happy holidays. He stated it has been a pleasure being the FinCom's videographer & he hopes the tapings of the FinCom meetings have informed the townspeople. He feels the FinCom is very hardworking.

IV. BUSINESS

A. Reserve Fund Transfer Requests.

The FinCom reviewed the two Reserve Fund transfer requests presented for the Town Clerk's office. The requests are as follows:

1. #02-13 – Account Name: Purchased Services, Professional Services, & Printing & Mailing.

The purpose of the request is that during the budget process for 2012, there were only three scheduled elections. The reason the request is extraordinary & unforeseen is per Town Meeting vote in April 2012, a special election was held

regarding four overrides, which depleted most of this budget.

The amount of the request is \$6,036.13.

2. #03-13 – Account Name: Part-Time Salary Account & Overtime Account.
The purpose of the request is during the budget process of 2012, but only three elections were budgeted for. The reason the request is extraordinary & unforeseen is per Town Meeting vote in April 2012, a special election was held regarding four overrides which depleted most of this budget.

The amount of the request is \$4,542.00.

MOTION: Ms. Cottuli moved to approve the Reserve Fund transfer requests for #02-13 in the amount of \$6,036.13 & #03-12 in the amount of \$4,542.00. Mr. Trudell seconded for discussion.

Mr. Sullivan stated the Reserve Fund has approx. \$85,000 left in it.

Mr. McDonald understands some of the issues outlined in the requests, but when requests are made to pay for the feeding of workers as well as pay them for working, he is uncomfortable with this.

Mr. Trudell stated the amount these workers are paid don't quite equal minimum wage & these workers are there starting early in the mornings & at the polling areas most of the day.

Mr. McDonald expressed concern that there are cutbacks to be made & currently being made, but there is a request to pay for food.

Mr. Worthen concurs w/ Mr. McDonald & feels the poll workers & the polling process are very slow.

Discussion ensued.

VOTE: Unanimous (7-0-0)

B. Review & discuss FY2014 budget.

All the FinCom members received the preliminary FY2014 budget.

Ms. Bronk feels the make-up of the budget is the best she has ever seen. She offered kudos to Mr. Sullivan.

NOTE: The meeting proceeded w/ item IV. Business. D. Free Cash status.

Mr. Sullivan stated that Free Cash was certified on December 12, 2012. He stated the certified amounts are as follows:

- General Fund: \$1,284,829.
- Sewer Enterprise Fund: \$3,512,750.

Mr. Sullivan explained the General Fund Free Cash involves one time funding the Town won't see again. He noted the need to discuss how to spend Free Cash. He will be submitting his recommendations on what to do w/ the Free Cash. He stated one of the most important things to him is to put money towards the Healthcare Trust. He has asked Powers & Sullivan to come in February to offer an idea of the status of the Trust Fund. He will also be recommending money go into the Stabilization Fund.

NOTE: The meeting proceeded w/ item IV. Business – G. 2012 Audit.

Mr. Sullivan stated the formal 2012 Audit documents has been given to the FinCom.

Ms. Bronk stated she will put the 2012 Audit on the next FinCom agenda for discussion.

NOTE: The meeting proceeded w/ item IV. Business – F. Tax Rate.

Mr. Sullivan stated the tax rate has been set.

Mr. Heath noted that the levy from the State & the estimate from the Town were very close in figure.

Mr. Sullivan stated there has been some concern put forth re: the fact that the tax rate has increased & how this can happen under Prop. 2 ½. He distributed information on how the levy base & Prop. 2 ½ works. (Attached as reference). Brief discussion ensued re: how valuations have gone down.

NOTE: The meeting went back to item IV. Business – B. Review & discuss FY2014 budget.

1. Revenues.

Discussion ensued re: the meals tax & having this figure broken out.

Mr. Sullivan stated adjustments will be made going forward. He hopes to have an account of expenditure/revenue reports next week.

Mr. Sullivan stated that the local meals tax excise is higher than projected for FY2013.

Mr. Sullivan proceeded to discuss estimated local receipts, other receipts, such as excise taxes, & actuals for FY2012.

Brief discussion ensued re: Chapter 70 (intergovernmental transfers). He stated more information on these figures should be received from the State in January.

NOTE: The meeting proceeded w/ item IV. Business – C. Discuss dates/scheduling for departmental budget discussions.

Ms. Bronk explained that the FinCom & the BOS discussed at a recent joint meeting the idea of having the department heads present their budgets to the FinCom & BOS jointly all at once.

Mr. Sullivan suggested the second week of January for the all day departmental budget discussions. He stated another option would be to hold it on January 17th & January 18th. Brief discussion ensued. The FinCom concurred to hold the departmental budget discussion(s) on January 17th & January 18th. Mr. Sullivan stated he will come up w/ a schedule for these dates to hear department budgets.

Mr. Sullivan noted that January 23rd is the joint meeting w/ the School Committee & the BOS & FinCom for the public hearing on the School Department's budget. Further, on January 3rd, the School Committee is holding an all-day budget discussion & FinCom members are encouraged to attend.

Mr. Heath asked that larger departments be placed first on the schedule for budget discussions.

NOTE: The meeting went back to item IV. Business – B. Review & discuss FY2014 budget.

2. Departments.

Handled above.

3. School Department.

Mr. Sullivan noted that today he received the School Department budget & he can provide copies to the FinCom.

Discussion ensued re: the \$2 million deficit being shown based on the School Department's budget submission.

Mr. Heath stated the Charter states the School Department's budget figures are to be in the hands of the Town Administrator by December 15th & further, the whole budget is to be published. He is concerned because the figure(s) will not be correct. He also expressed concern re: timelines under the Charter not being met & the townspeople will be mis-informed.

Mr. Trudell asked if the School Department has met w/ the Town Administrator relative to the figures they presented. Mr. Sullivan stated he has spoken w/ the Superintendent about working together. He stated there is a tough task ahead dealing w/ the budget. Discussion continued.

4. Capital Expenditures.

Mr. Sullivan stated for FY2014, there is no plan for funding capital expenditures. He noted for example, the leases for the police cruisers will be left to expire.

Mr. Trudell stated he understood there is money in the budget for a new ambulance, but now he is hearing there is no money for capital in the budget. He asked if there is hope to solve this problem. Mr. Sullivan stated when he sees the money, he will address the matter.

5. Enterprise Funds.

Mr. Sullivan noted the organizational chart for the WPCF & the WPCF's request for additional personnel. Brief discussion ensued.

6. Revolving Accounts.

Mr. Sullivan stated no increases in Revolving Accounts have been made.

7. Employee Benefits.

Mr. Sullivan stated this is the first year that employee benefits will be larger than the Town's operational costs.

Mr. Sullivan discussed the GIC program & how the Town will be moving towards a "like" program of the GIC. He stated the "like" program, for example, will increase co-payments. He stated this "like" program (it is projected) to have costs decrease the first year. Brief discussion ensued. Mr. Sullivan noted that deductibles will change as well. He also stated the Town has not opted into the State's GIC program, but now the Town has the option of drafting "like" programs.

8. Debt.

Mr. Sullivan explained there is a major jump in debt. He stated this jump in debt includes the first payment from the October 2012 Town Meeting. He stated the High School gym roof is coming in at a lower cost than expected & will be done over school vacation week.

9. Outstanding Liabilities from Town Meeting.

Mr. Sullivan stated it is projected that there will be a surplus in FY2013. He discussed surpluses anticipated in various accounts.

Brief discussion ensued re: Upper Cape Cod Technical-Vocational School. Mr. Sullivan stated there will be an increase in enrollment of Wareham students at the school & a decrease in enrollment from the other towns. Discussion continued.

Brief discussion ensued re: casual labor at the cemeteries.

10. Pending Legislation.

Mr. Sullivan stated the meals tax is a pending legislation.

C. Discuss dates/scheduling for departmental budget discussions. (DONE)

D. Free Cash Status. (DONE)

E. Healthcare Trust Fund. (DONE)

F. Tax Rate. (DONE)

G. 2012 Audit. (DONE).

V. NEW BUSINESS

Ms. Bronk stated a FinCom member is needed for a search committee for a new school superintendent. She stated she has appointed Ms. Cottuli.

Mr. McDonald asked when the search will begin for a new Town Accountant. Mr. Sullivan stated the job/position will be posted in the first or second week of January & in February, they will be looking for a search committee.

VI. LIAISON REPORTS

Mr. Heath stated there is an RFP going out for school buses, but there is no money to deal w/ the results. There is no money in the budget process now either to deal w/ this issue.

VII. APPROVAL OF MEETING MINUTES: OCTOBER 22, 2012 & NOVEMBER 28, 2012

MOTION: Mr. McDonald moved to approve the meeting minutes of October 22, 2012. Mr. Gray seconded.

VOTE: (6-0-2)

Mr. Trudell & Ms. Cottuli abstained

MOTION: Mr. Trudell moved to approve the meeting minutes of November 28, 2012. Ms. Cottuli seconded.

VOTE: (6-0-1)

Mr. Heath abstained

VIII. NEXT MEETING DATE & TIME

The next FinCom meeting will be held on January 9, 2013 at 6:30 P.M.

IX. ADJOURNMENT

MOTION: A motion was made & seconded to adjourn the meeting at 8:10 P.M.

VOTE: Unanimous (7-0-0)

Respectfully submitted,

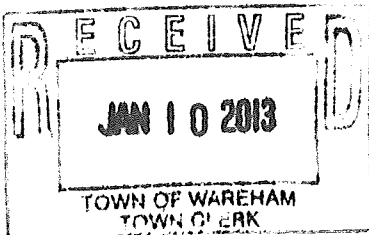
Kelly Barrasso, Transcriptionist

Date signed: _____

Attest: _____

Donna Bronk, Chairman
WAREHAM FINANCE COMMITTEE

Date copy sent to Town Clerk: _____



**THE COMMONWEALTH OF MASSACHUSETTS
DEPARTMENT OF REVENUE
TAX RATE RECAPITULATION**

FISCAL 2013

**OF
WAREHAM**
City / Town / District

I. TAX RATE SUMMARY

1a. Total amount to be raised (from 11e) \$ 61,962,995.38
 1b. Total estimated receipts and other revenue sources (from 111e) 29,332,506.00
 1c. Tax levy (1a minus 1b) \$ 32,630,489.38
 1d. Distribution of Tax Rates and levies

| CLASS | (b) Levy percentage (from LA - 5) | (c) IC above times each percent in col (b) | (d) Valuation by class (from LA - 5) | (e) Tax Rates (c) / (d) x 1000 | (f) Levy by class (d) x (e) / 1000 |
|-----------------|--|---|---|--------------------------------------|--|
| Residential | 81.9984% | 26,756,479.20 | 2,555,537,288 | 10.47 | 26,756,475.41 |
| Net of Exempt | | | | | 0.00 |
| Open Space | 0.0000% | 0.00 | 0 | | 0.00 |
| Commercial | 12.3349% | 4,024,938.23 | 384,426,652 | 10.47 | 4,024,947.05 |
| Net of Exempt | | | | | 0.00 |
| Industrial | 2.0906% | 682,173.01 | 65,155,310 | 10.47 | 682,176.10 |
| SUBTOTAL | 96.4239% | | 3,005,119,250 | | 31,463,598.56 |
| Personal | 3.5761% | 1,166,898.93 | 111,450,890 | 10.47 | 1,166,890.82 |
| TOTAL | 100.0000% | | 3,116,570,140 | | 32,630,489.38 |

Board of Assessors of

WAREHAM

MUST EQUAL 1C

City / Town / District

NOTE : The information was Approved on 12/18/2012.

Steven F. Curry, Assessor, Wareham, 508-291-3160

12/6/2012 4:40 PM

David A. Smith, Assessor, Wareham, 508-291-3160

12/6/2012 12:38 PM

James M. McCahill, Assessor, Wareham, 508-291-3160

12/6/2012 12:24 PM

Assessor

Date

Do Not Write Below This Line --- For Department of Revenue Use Only

Reviewed By

Jared Curtis


Date :

18-DEC-12

Approved :

Gerard Perry

Director of Accounts


 (Gerard D. Perry)