

MINUTES OF MEETING OF WAREHAM FINANCE COMMITTEE

Date of Meeting: July 9, 2014

I. CALL MEETING TO ORDER

The meeting was called to order at 6:35 P.M.

II. ROLL CALL

Members Present: Bonnie Cottuli
Jeff Langan
Donna Bronk
Tom Worthen
Marilyn Jordan
Joan Fontes
Dominic Cammarano (Arrived at 6:44 P.M.)

Members Absent: David Heard
Jeffrey Tufts

Also Present: Derek Sullivan, Town Administrator (Arrived at 6:40 P.M.)

III. CITIZENS PARTICIPATION

No-one came forward for Citizens Participation.

IV. BUSINESS

A. Introduction of new FinCom members.

Ms. Cottuli introduced new FinCom members Donna Bronk & Jeff Langan.

B. Reorganization of the FinCom.

Mr. Worthen feels the FinCom should wait until there is a full committee before reorganizing. Brief discussion ensued.

MOTION: Ms. Jordan moved to nominate Ms. Cottuli as Chairman, Ms. Bronk as Vice Chairman, & Mr. Langan as Clerk.

NOTE: Mr. Sullivan arrived at this time.

Ms. Cottuli made the FinCom aware of her commitments every Tuesday evening. She is required to be at her job on Tuesday evenings. She will not be available on Tuesday evenings & she is concerned that she would not be able to attend meetings on Tuesday evenings, such as

Board of Selectmen meetings or any joint meetings held on Tuesday nights. She stated if there is a strong Vice Chair to back her up, she would consider the nomination. She reiterated the importance of the Vice Chair filling in when she cannot due to her commitment limitations.

NOTE: Mr. Cammarano arrived at 6:44 P.M.

Discussion ensued.

Ms. Bronk seconded the nomination for Ms. Cottuli to be Chairman.

**VOTE: (6-0-1)
Ms. Cottuli abstained**

Mr. Langan seconded the nomination for Ms. Bronk to be Vice Chairman.

VOTE: Unanimous (7-0-0)

Ms. Bronk seconded the nomination for Mr. Langan to be Clerk.

VOTE: Unanimous (7-0-0)

C. Discuss joint meeting of FinCom, BOS, & School Committee on July 23rd re: FY 2016 budget.

Ms. Cottuli stated the meeting will be held in Room 320.

Present before the FinCom: Selectman Alan Slavin, BOS Liaison

Selectman Slavin stated the Town is looking at the FY 2015 budget, but there is a need to start planning for FY 2016.

V. TOWN ADMINISTRATOR'S REPORT

A. FY 2014 update.

Mr. Sullivan stated the Town has until July 15th to close the books on FY 2014. He stated the preliminary numbers won't be available until around the first week of August.

Mr. Sullivan stated Powers & Sullivan will be in sometime in August to conduct an audit of FY 2014.

Mr. Sullivan added that he will provide the FinCom w/ a monthly report for May shortly.

B. FY 2015 update.

Mr. Sullivan stated the Kiosk Program is running around \$40,000.00 presently. He stated last year, the program didn't start running until around mid-July. The goal set for revenue from the program this year is \$90,000.00 from fees.

Mr. Sullivan stated numbers for State aid have been sent to the Governor to sign. He stated the preliminary State aid for the Town is almost \$500,000.00 less than the previous year. He stated the largest issue is the school assessments, such as school choice & Charter school tuition. He stated these two items are in addition to what the Town pays to Upper Cape Cod Tech. School. He noted another increase deals w/ retired teachers' health insurance.

Mr. Sullivan noted some issues w/ the FY 2015 budget, such as the electricity line item. He briefly spoke re: the LED lighting upgrades.

Ms. Cottuli expressed concern w/ the fireworks commencing at the start of the fiscal year & overtime expenses for services. Mr. Sullivan stated \$16,000.00 has been set aside for services. He stated this will, however, be an issue in FY 2016 w/out the Community Events Committee funds.

Brief discussion ensued re: trash barrels. Mr. Cammarano asked if the Town can require businesses to have trash barrels in front of their business. Mr. Sullivan stated the OBA has stated if the Town provides the barrels, they would take care of the trash. He stated since this was proposed, he has not heard back from the OBA. He stated the BOS could bring this matter forward as a proposed Bylaw article at some point.

Mr. Sullivan stated re: health insurance, the BOS did vote to sign a memorandum to enter into the Mayflower Group starting October 1, 2014. He stated the health insurance rates in the last three years not increased (for the Mayflower Group). He stated the Town would be getting out of the self-insured business. Ms. Cottuli asked what will happen to the Health Care Trust when the Town goes to the Mayflower Group. Mr. Sullivan stated the Town will keep this Trust because it will be needed to cover the IBNR & stop loss insurance for the next year.

Brief discussion ensued re: short & long-term disability insurance. Mr. Sullivan stated the Town doesn't provide this insurance for employees, but there is an option to obtain it through AFLAC. Ms. Bronk suggested the Town look into offering disability insurance as a bargaining chip to employees while eliminating sick days.

Ms. Cottuli asked what operational changes are being made at Town Hall. Mr. Sullivan stated Town Hall will be moving to a four day work week. He stated he will be speaking to the unions re: hours of operation. He feels this will save costs in Town Hall & hours will be extended on various days for residents who work during the day.

Ms. Jordan asked re: increases in assessments. Mr. Sullivan discussed the assessments & how State aid is formulated. Brief discussion ensued re: the formula that is utilized which is becoming increasingly unfair.

Mr. Worthen asked re: capital expenditures. Mr. Sullivan stated the only capital will be

\$99,000.00 for police cruisers. He discussed the build-out of the EMS ambulance. Mr. Worthen asked if the FinCom can get a quarterly report from the Capital Planning Committee re: capital items. Mr. Sullivan stated the Capital Planning Committee should be able to provide this information. It was stated that Mr. Heard is the FinCom's representative on this committee.

VI. FINANCE COMMITTEE MATTERS

NOTE: Mr. Worthen suggested possibly changing the FinCom meeting nights to another evening since the School Committee meets on the same night as the FinCom. Ms. Cottuli stated this can be looked into.

A. Discussion of schedule for upcoming year.

Brief discussion ensued.

NOTE: Mr. Langan asked re: the Five Year Plan. Ms. Cottuli stated the worse case scenario Five Year Plan is being utilized & will be utilized going forward. Discussion ensued.

B. State ethics training/test requirements for FinCom members.

Brief discussion ensued.

VII. ANY OTHER BUSINESS

The FinCom reviewed a bill from the Association of Town Finance Committees.

MOTION: Mr. Worthen moved to approve the payment of an invoice from the Association of Finance Committees in the amount of \$273.00. Mr. Langan seconded.

VOTE: Unanimous (7-0-0)

Brief discussion ensued re: utilizing the Town's email.

VIII. APPROVAL OF MEETING MINUTES: JUNE 18, 2014

MOTION: Mr. Cammarano moved to approve the meeting minutes of June 18, 2014. Mr. Worthen seconded.

VOTE: (5-0-2)

Ms. Bronk & Mr. Langan abstained

IX. NEXT MEETING DATE & TIME

The next FinCom meeting will be held on July 23, 2014.

Respectfully submitted,

Kelly Barrasso
Kelly Barrasso, Transcriptionist

Date signed: 9/17/14

Attest: Bonnie Cottuli (KB)
Bonnie Cottuli, Chairman
WAREHAM FINANCE COMMITTEE

Date copy sent to Town Clerk: 9/19/14

X. ADJOURNMENT

MOTION: Ms. Bronk moved to adjourn the meeting at 7:45 P.M. Mr. Langan seconded.

VOTE: Unanimous (7-0-0)