

## MINUTES OF MEETING OF WAREHAM FINANCE COMMITTEE

Date of Meeting: March 25, 2015

### **I. CALL MEETING TO ORDER**

The meeting was called to order at 6:31 P.M.

### **II. ROLL CALL**

Members Present: Bonnie Cottuli, Chairman  
Jeff Langan, Clerk  
Dominic Cammarano  
Ellis Bailey  
Tom Worthen  
Marilyn Jordan

Members Absent: David Heard  
Donna Bronk  
Joan Fontes

Also Present: Derek Sullivan, Town Administrator

### **III. CITIZENS PARTICIPATION**

No-one came forward for Citizens Participation.

**NOTE:** The meeting proceeded w/ item V. Finance Committee Matters – A. Review & vote on articles for the 2015 Annual Town Meeting Warrant. – 2. Any other articles.

Article 3 – Compensation of Certain Appointed Officials

The FinCom reviewed the compensation for the Town Clerk, Registrar, & the Town Moderator.

**MOTION:** Mr. Cammarano moved Favorable Action on Article 3 of the 2015 Annual Town Meeting Warrant. Mr. Langan seconded.

**VOTE:** Unanimous (6-0-0)

#### **1. Article 8 – Upper Cape Cod Regional Voc-Tech School.**

Present before the FinCom: Mr. Dutch, Upper Cape Voc-Tech School Superintendent  
Mr. Fichtenmyer, Wareham Representative  
(Mr. Cammarano, Wareham Representative)  
Mary Cook, Bourne Representative

Mr. Dutch proceeded to give a budget presentation for Upper Cape Cod Regional Voc-Tech School.

Mr. Dutch explained that every year Upper Cape has a theme. This year's theme is United Committed Team. He discussed members of the budget sub-committee.

Mr. Dutch & the FinCom members proceeded to review & discuss the following:

1. Guiding principles for budget development.
2. FY16 budget highlights.
  - Foundation budget increase of 4.42% for FY15.
  - No additional staff.
  - Chapter 70 increase \$20 per student.
  - Enrollment increase.
  - School Choice students.
  - MA State post retirement obligation.
  - Health insurance 10% rate increase.
3. FY13 per pupil cost comparison.
4. Outcomes.
  - 100% of students pass MCAS.
  - 96.8% graduation rate.
  - 0.3% drop-out rate.
  - 70% of students go on to college.
5. Comparing fact vs. fiction per pupil expenditures.
6. Total school district actual per pupil expenditures.
7. Per pupil spending increases FY07-FY13.
8. Net school spending over foundation.
9. FY16 gross foundation budget.
10. FY16 foundation budget - \$12,961,736 & breakout of expenses (instruction, administration, etc.).
11. FY16 gross foundation by increase \$573,930.
12. Foundation budget % increase over the years from FY05.
13. Analysis of enrollment vs. budget.
14. FY16 administrative function line items.
15. FY16 instruction function line items.
16. FY16 student services function.
17. FY16 operational & maintenance function.
18. FY16 fixed charges function.
19. FY16 budgeted revenue.
20. FY16 budgeted transportation costs.
21. FY16 budgeted LPN program costs.
22. FY16 budgeted capital.
23. FY16 enrollment percentages of operating budget.
24. Enrollment/percentages of capital budget.
25. Upper Cape's share of Wareham minimum.
26. FY16 Wareham assessment.

Mr. Dutch distributed information to the FinCom re: FY16 Chapter 70 summary. (Attached as reference).

Mr. Dutch stated there is a five year plan w/ modest growth in out-building, program offerings, etc.

**MOTION:** Mr. Cammarano moved Favorable Action on Article 8 of the 2015 Annual Town Meeting Warrant (w/ Wareham's share to be \$2,836,635). Mr. Langan seconded.

**VOTE: (5-0-1)**  
Mr. Cammarano abstained

#### **IV. TOWN ADMINISTRATOR'S REPORT**

##### **A. Budget update.**

Mr. Sullivan explained he is still working w/ the School Department on a mutual budget.

Ms. Cottuli stated she understands the School Committee already voted on their budget. Mr. Sullivan believes the School Committee will be coming back on April 8<sup>th</sup> w/ another version. Ms. Cottuli expressed concern w/ this date because this is the last day for the FinCom to vote on the budget before the Warrant goes to print.

Ms. Cottuli stated she does not understand the balanced budget provided vs. the school's fixed costs. Mr. Sullivan stated the Town & the School Department are still apart on several figures. He stated there is a requested budget & a balanced budget. He again stated he is still working w/ the School Department on the budget.

Ms. Cottuli stated the FinCom may have to move their April 8<sup>th</sup> meeting to Thursday, April 9<sup>th</sup> in order to get the final figures for the budget. She stated she doesn't want to vote on the budget at Town Meeting.

**B. Any other budgetary matters.**

**C. Any other fiscal matters.**

#### **V. FINANCE COMMITTEE MATTERS**

**A. Review & vote on articles for the 2015 Annual Spring Town Meeting Warrant.**

- 1. Article 8 – Upper Cape Cod Regional Voc-Tech School. (DONE)**
- 2. Any other articles.**

Article 11 – Supplementing Sewer Capital Stabilization Fund

**MOTION: Mr. Cammarano moved to pass over Article 11 of the 2015 Annual Town Meeting Warrant. Mr. Bailey seconded.**

**VOTE: Unanimous (6-0-0)**

**Article 19 – Roof & Boiler for Decas School**

Mr. Sullivan stated this would be a FY2017 expense. He explained the cost of the feasibility study would start after July 1<sup>st</sup>. He also explained the School Dept. is applying for SBA funds. The Town would pay for the cost initially, then borrowing, then hopefully SBA funds. He explained the process more clearly. He stated there is no cost estimates currently. Discussion ensued re: the process.

**MOTION: Mr. Cammarano moved Favorable Action on Article 19 of the 2015 Annual Town Meeting Warrant. Mr. Langan seconded.**

**VOTE: Unanimous (6-0-0)**

**B. Review & vote on articles for the 2015 Spring Special Town Meeting Warrant.**

**Article 1 – Line Item Transfer**

Mr. Sullivan noted that the Veteran's Services will be requesting an additional \$68,000 in funding.

**Article 2 – FY2015 Capital Plan**

Mr. Sullivan stated there may be several items to purchase prior to July 1<sup>st</sup>.

**Article 3 – Harbor Services Permit Receipts**

Ms. Cottuli discussed the intent of the article & read the explanation into the record.

**MOTION: Mr. Cammarano moved Favorable Action on Article 3 of the 2015 Spring Special Town Meeting Warrant. Mr. Bailey seconded.**

**VOTE: Unanimous (6-0-0)**

**Article 4 – Tax Title Collection Revolving Fund**

Mr. Sullivan stated the maximum amount is \$100,000 for this fund. He stated this will also be added to the Revolving Account grid.

Mr. Sullivan discussed the reason for the Revolving Fund for tax title collection. He discussed rules for Revolving Funds.

**MOTION: Mr. Cammarano moved Favorable Action on Article 4 of the Spring Special Town Meeting Warrant. Mr. Bailey seconded.**

**VOTE: Unanimous (6-0-0)**

Article 5 – Health Insurance Trust Fund

Mr. Sullivan stated the Health Insurance audit will not be completed until mid-April. He stated most likely, the figure(s) won't be known until prior to Town Meeting.

Article 6 – Plymouth County OPEB Trust

Mr. Sullivan stated this is contingent upon the Health Insurance Trust audit.

Article 7 – Police Union

Mr. Sullivan stated the Police Union needs to vote on the agreement. He will get the figure when agreed upon.

Article 8 – Lots & Graves Account

Article 9 – Agawam Cemetery

Mr. Sullivan stated the cemetery garage was not worked on & the Cemetery Commissioners feel it is more important to purchase the land (for Agawam Cemetery) first. Brief discussion ensued re: the land for sale.

**MOTION: Mr. Cammarano moved Favorable Action on Article 8 of the Spring Special Town Meeting Warrant. Ms. Jordan seconded.**

**VOTE: (5-1-0)**

**Mr. Worthen opposed**

**MOTION: Mr. Cammarano moved Favorable Action on Article 9 of the Spring Special Town Meeting Warrant. Ms. Jordan seconded for discussion.**

Discussion ensued re: monies & other monies in the account.

**VOTE: (4-2-0)**

**Mr. Worthen & Mr. Bailey opposed**

Article 10 – Additional Liquor License

Mr. Sullivan the establishment to receive this license is the old Stonebridge Inn. The establishment will be opening in April 2016.

**MOTION: Mr. Worthen moved Favorable Action on Article 10 of the Spring Special Town Meeting Warrant. Mr. Langan seconded.**

**VOTE: Unanimous (6-0-0)**

Article 12 – Rescind Prior Year Bond Authorizations

Mr. Sullivan discussed the intent of the article.

**MOTION: Mr. Cammarano moved Favorable Action on Article 12 of the Spring Special Town Meeting Warrant. Mr. Bailey seconded.**

**VOTE: Unanimous (6-0-0)**

Article 13 – Allen Street

Mr. Sullivan stated Allen Street is in the Swifts Beach area. He explained the intent of the article.

**MOTION: Mr. Langan moved Favorable Action on Article 13 of the Spring Special Town Meeting Warrant. Mr. Cammarano seconded.**

**VOTE: Unanimous (6-0-0)**

Article 14 – Generator

Discussion ensued re: the intent of the article. Mr. Sullivan explained the generator at the Multi-Service Center will aid the Police Station & a new generator will be purchased for the Multi-Service Center.

**MOTION: Mr. Cammarano moved Favorable Action on Article 14 of the Spring Special Town Meeting Warrant. Ms. Jordan seconded.**

**VOTE: Unanimous (6-0-0)**

Article 15 – Amendment to Junk Dealer Bylaw

Discussion ensued re: the intent of the article.

Mr. Langan stated he has several concerns re: this article. He stated one of his concerns is that it is a Bylaw change. He stated another concern he has is the locations of these licenses. His third concern is the amount of licenses being proposed to be added.

Mr. Langan discussed in depth his feelings on building up & developing the Town. He feels the Town has to decide what it wants to be & the Town has to watch what it does.

Ms. Cottuli feels the BOS need to come before the FinCom to explain this article. She will contact the BOS to have one or more BOS members come before the FinCom.

**NOTE: Discussion went back to the 2015 Annual Town Meeting Warrant.**

Article 20 – Petition Article – Adoption of MGL Chapter 148:26H

Ms. Cottuli stated she has not received information from the Building Inspector. She asked Mr. Sullivan if he could help obtain the information from the Building Inspector. She stated she will reach out to the Building Inspector again to see what his opinion is on this article. Brief discussion ensued.

**C. Set public hearing date for Annual & Special Town Meeting Warrants, including the budget.**

**1. Discussion: Holding moc-Town Meeting at same time as public hearing.**

Ms. Cottuli suggested the public hearing be held on April 22, 2015 as well as having the moc-Town Meeting on this date as well. The FinCom members concurred.

**D. Upcoming Town Meeting deadlines/dates:**

- 1. April 8, 2015 – Last day for Fincom to vote on all articles in the Annual & Special Town Meeting Warrants.**
- 2. April 10, 2015 – Last day to get all information/recommendations to Kelly for all articles in the Annual & Special Town Meeting Warrants.**
- 3. April 13, 2015 – Warrant goes to printer in A.M.**
- 4. April 27, 2015 – Town Meeting.**

## **VI. LIAISON REPORTS**

There were no liaison reports.

## **VII. ANY OTHER BUSINESS**

Recommendation assignments were made as follows:

Annual Town Meeting Warrant:

Article 11 & 19 – Ms. Cottuli

Article 8 – Mr. Langan

Special Town Meeting Warrant:

Article 8 – opposing view – Mr. Worthen

Article 9 opposing view – Mr. Worthen

Article 10 – Mr. Langan

Article 12 – Ms. Cottuli

Article 13 – Ms. Jordan

Article 14 – Ms. Jordan

Ms. Cottuli stated she will be gathering her thoughts for the Letter to Voters. She asked FinCom members for their input.

**VIII. APPROVAL OF MEETING MINUTES: MARCH 18, 2015**

**MOTION:** Mr. Langan moved to approve the meeting minutes of March 18, 2015. Mr. Cammarano seconded.

**VOTE:** Unanimous (6-0-0)

**IX. NEXT MEETING DATE**

The next FinCom meeting will be held on April 1, 2015 at 6:30 P.M.

**X. ADJOURNMENT**

**MOTION:** Mr. Langan moved to adjourn the meeting at 9:56 P.M. Ms. Jordan seconded.

**VOTE:** Unanimous (6-0-0)

Respectfully submitted,

Kelly Barrasso  
Kelly Barrasso, Transcriptionist

Date signed: 4/22/15

Attest: Jeff Langan (KB)  
Jeff Langan, Clerk

WAREHAM FINANCE COMMITTEE

Date copy sent to Town Clerk: 4/23/15



**Massachusetts Department of Elementary and Secondary Education  
FY16 Chapter 70 Summary**

**310 Wareham**

**Aid Calculation FY16**

|                                       |            |            |
|---------------------------------------|------------|------------|
| <b>Prior Year Aid</b>                 |            |            |
| 1 Chapter 70 FY15                     |            | 12,488,232 |
| <b>Foundation Aid</b>                 |            |            |
| 2 Foundation budget FY16              | 30,579,433 |            |
| 3 Required district contribution FY16 | 18,371,011 |            |
| 4 Foundation aid (2 -3)               | 12,208,422 |            |
| 5 Increase over FY14 (4 - 1)          |            | 0          |

|                                   |        |
|-----------------------------------|--------|
| Minimum Aid                       | 56,300 |
| 6 Minimum \$20 per pupil increase |        |

## Non-Operating District Reduction to Foundation

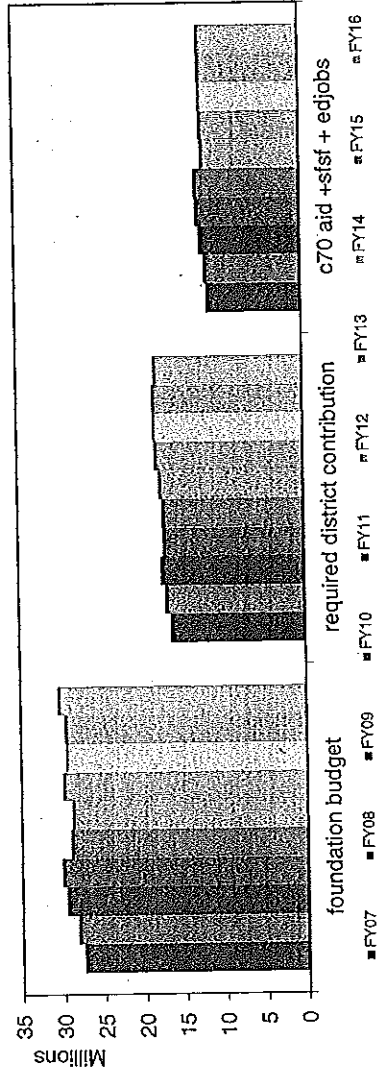
6 Reduction to foundation

## FY16 Preliminary Chapter 70 Aid

7 sum of line 1.5 minus 6

### Comparison to FY15

|                                    | FY15       | FY16       | Change   | Pct Chg |
|------------------------------------|------------|------------|----------|---------|
| Enrollment                         | 2,859      | 2,815      | -44      | -1.54%  |
| Foundation budget                  | 29,801,465 | 30,579,433 | 777,968  | 2.61%   |
| Required district contribution     | 18,563,068 | 18,371,011 | -192,057 | -1.03%  |
| Chapter 70 aid                     | 12,488,232 | 12,544,532 | 56,300   | 0.45%   |
| Required net school spending (NSS) | 31,051,300 | 30,915,543 | -135,757 | -0.44%  |
| Target aid share                   | 40.32%     | 42.99%     |          |         |
| C70 % of foundation                | 41.90%     | 41.02%     |          |         |
| Required NSS % of foundation       | 104.19%    | 101.10%    |          |         |



# Massachusetts Department of Elementary and Secondary Education FY16 Determination of City and Town Total Required Contribution

**310 WAREHAM**

## Effort Goal

|  |               |   |            |
|--|---------------|---|------------|
| 1) 2014 equalized valuation                              | 3,242,971,300 | 13) Required local contribution FY15  | 20,719,958 |
| 2) Property percentage                                   | 0.3808%       | 14) Municipal revenue growth factor (DOR)                                   | 3.61%      |
| 3) Local effort from property wealth                     | 12,348,653    | 15) FY16 preliminary contribution (13 x 14)                                 | 21,467,948 |
| 4) 2012 income   | 482,538,000   | 16) Preliminary contribution pct of foundation (15/8)                       | 62.59%     |
| 5) Income percentage                                     | 1.4930%       | <b>If preliminary contribution is above the target share:</b>               |            |
| 6) Local effort from income                              | 7,204,310     | 17) Excess local effort (15 - 10)   | 1,914,985  |
| 7) Combined effort yield (row 3+ row 6)                  | 19,552,963    | 18) 45% reduction toward target (17 x 45%)                                  | 861,743    |
| 8) Foundation budget FY16                                | 34,300,021    | 19) FY16 required local contribution (15 - 18), capped at 90% of foundation | 20,606,205 |
| 9) Maximum local contribution (82.5% * row 8)            | 28,297,517    | 20) Contribution as percentage of foundation (19 / 8)                       | 60.08      |
| 10) Target local contribution (lesser of row 7 or row 9) | 19,552,963    | <b>If preliminary contribution is below the target share:</b>               |            |
| 11) Target local share (row 10 as % of row 8)            | 57.01%        | 21) Shortfall from target local share (11 - 16)                             |            |
| 12) Target aid share (100% minus row 11)                 | 42.99%        | 22) Added increment toward target (13 x 1% or 2%)*                          |            |
|  |               | *1% if shortfall is between 2.5% and 7.5%; 2% if shortfall > 7.5%           |            |
|  |               | 23) Shortfall from target after adding increment (10 - 15 - 22)             |            |
|  |               | 24) FY16 required local contribution (15 + 22)                              |            |
|  |               | 25) Contribution as percentage of foundation (24 / 8)                       |            |

# Massachusetts Department of Elementary and Secondary Education FY16 Chapter 70

## Apportionment of Local Contribution Across School Districts

|  | WAREHAM    | UPPER CAPE COD | COMBINED TOTAL ALL DISTRICTS |
|--|------------|----------------|------------------------------|
| 1 FY15 foundation enrollment   | 2,859      | 236            | 3,095                        |
| 2 FY15 foundation budget   | 29,801,465 | 3,462,707      | 33,264,172                   |
| 3 Each district's share of municipality's combined FY15 foundation                             | 89.59%     | 10.41%         | 100.00%                      |
| 4 FY15 required contribution   | 18,563,068 | 2,156,890      | 20,719,958                   |
| 5 FY16 total unapportioned required contribution ("municipal contribution" sheet row 19 or 24) |            |                | 20,606,205                   |
| 6 FY16 foundation enrollment   | 2,815      | 243            | 3,058                        |
| 7 FY16 foundation budget   | 30,579,433 | 3,720,588      | 34,300,021                   |
| 8 Each district's share of municipality's total FY16 foundation                                | 89.15%     | 10.85%         | 100.00%                      |
| 9 FY16 Required Contribution   | 18,371,011 | 2,235,194      | 20,606,205                   |
| 10 Change FY15 to FY16 (9 - 4)   | -192,057   | 78,304         | -113,753                     |

310 WAREHAM

### Prior Year Data (for comparison purposes)

- 1 FY15 foundation enrollment
- 2 FY15 foundation budget
- 3 Each district's share of municipality's combined FY15 foundation
- 4 FY15 required contribution

### Apportionment of FY16 contribution among community's districts

- 5 FY16 total unapportioned required contribution ("municipal contribution" sheet row 19 or 24)
- 6 FY16 foundation enrollment
- 7 FY16 foundation budget
- 8 Each district's share of municipality's total FY16 foundation
- 9 FY16 Required Contribution
- 10 Change FY15 to FY16 (9 - 4)

APR 5 2016