APPROVED MINUTES

Present: Keith Schwegel, Nick Lowell, Susan P. Smith, Kathleen Beriau, Ron Dyer, Cynthia Eaton, Peter Hargraves, Mary Harris, Joseph Lemay, Judith P. Magnani, Deborah D. Maguire, Jim Marnell, James Newman, Wendy Vogel
Absent: Joseph “Dutch” Drolette
Public Present: Jennifer Mullen (Finance Director), Julian Suso (Town Manager), Sam Patterson (Board of Selectmen), Brad Cole (Falmouth Enterprise), Michael Zmuda, Patty Serra

Handouts:

1. WELCOME
   Keith Schwegel opened the meeting at 7:00pm

2. PUBLIC COMMENT
   None

3. CHAIRMAN’S REPORT
   Keith Schwegel requested that Agenda items 9-11 be moved to the beginning of the meeting

4. DPW – FACILITIES MAINTENANCE
   Wendy Vogel moved $1,094,057 for Facilities Maintenance
   Ron Dyer seconded
   Wendy presented the details of the budget, focusing on the following:
   • Custodial Supplies – Beach
   • Vacancies
   • New Senior Center Responsibilities
   • Repair/Maint – Contractual Services
   The Committee discussed the following:
   • Increase to Contractual Services for Police Parking Lot Gates
   • Senior Center responsibilities
   All in favor

5. DPW – WATER DIVISION
   Wendy Vogel moved $3,252,752 for the Water Division
   Susan Smith seconded
   Wendy presented the details of the budget, focusing on the following:
   • Water quality statistics
   The Committee discussed the following:
   • Water meter replacement status
   • Vacancies
   All in favor

6. DPW – RENEWABLE ENERGY
   Wendy Vogel moved $35,482 for Renewable Energy
   Ron Dyer seconded

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Wendy presented the details of the budget, focusing on the following:
- Wind turbine maintenance

The Committee discussed the following
- Wind turbine maintenance – blade rotation

All in favor

7. GENERAL GOVERNMENT – TOWN MANAGER/BOARD OF SELECTMEN
Jim Newman moved $590,664 for the Town Manager/Board of Selectmen
Ron Dyer seconded
Jim presented the details of the budget
All in favor

8. GENERAL GOVERNMENT – FINANCE
Kathleen Beriau moved $137,487 for Finance
Ron Dyer seconded
Kathleen presented the details of the budget
The Committee discussed the following:
- Stipends

All in favor

9. GENERAL GOVERNMENT – TOWN ACCOUNTANT
Kathleen Beriau moved $251,717 for the Town Accountant
Ron Dyer seconded
Kathleen presented the details of the request
The Committee discussed the following:
- Annual audit contract

All in favor

10. GENERAL GOVERNMENT - ASSESSING
Jim Newman moved $386,840 for Assessing
This amount increases the originally recommended to include an increase in hours for the requested new position from 30 to 37.5
Ron Dyer seconded
Jim presented the details of the budget
The Committee discussed the following:
- Recommended amount increase
- Result on overall budget

All in favor

11. GENERAL GOVERNMENT – TREASURER/COLLECTOR
Jim Newman moved $640,223 for the Treasurer/Collector
Ron Dyer seconded
Jim presented the details of the budget, focusing on the following:
- New position (moved from Assessing budget for FY21)

All in favor

12. COMMUNITY SERVICES – SENIOR SERVICES
Susan Smith moved $548,252 for Senior Services
Ron Dyer seconded
Sue presented the details of the budget, focusing on the following:
• Professional/Technical Contractual Services
• New Center opening date
The Committee discussed the following:
• New Center effect on utilities
• Moving Costs
• Nov 2019 Annual Town Meeting Article-Budget Supplement
• Other Purchase Service-Programs
All in favor

13. COMMUNITY SERVICES – PUBLIC LIBRARY
Mary Harris recused herself and left the room
Deborah Maguire moved $2,138,934 for the Public Library
Ron Dyer seconded
Deb presented the details of the budget
The Committee discussed the following:
• West Falmouth and Woods Hole Libraries
  o Additional funding request vocalized at a recent Board of Selectmen’s meeting
  o CLAMS membership cost
• Main branch hours
• Unsettled contracts
All in favor

14. RESERVE FUND TRANSFER - ELECTIONS
Judy Magnani moved a Reserve Fund Transfer of $10,000 to supplement the FY20 Elections Budget
Judy presented the reasons for the request
• Vacancy in office due to an extended absence of a full-time employee
• Special election requirements
The Committee discussed the following:
• Election costs – fixed or variable
All in favor

15. PUBLIC SAFETY – FIRE/RESCUE AND ARTICLE 14 – OVERRIDE (discussion only)
Nick Lowell moved the Fire/Rescue Budget and Warrant Article 14 for discussion
Susan Smith seconded
The Committee discussed the following:
• Meeting scheduled for February 25, 2020
• Officials and Department Heads being invited to above meeting
• Conversation (Nick and Peter) with Chief Small
• Optimal number of employees needed
• Options (if any) other than an override
• Creating a bridge between the Article and Budget
• Long term strategic plans
• Michael Zmuda (member of the public) was recognized by Nick Lowell to ask if there was a history or background information on how the Town got to this point
• Study to move the North and West Falmouth Fire Stations status (November 2019 Town Meeting)
• Staffing plan for the override
• Proposition 2½ requirements
• Injury on duty effects/consequences
• Override timing, if approved and voted
• Academy requirements (how many the Town can send at one time)
• Spending time limit requirements per the Department of Revenue
• Results of not spending the funds per the time limit requirements
• Placement on the levy
• Calculation of the FY21 Levy Base in the Budget Overview
• Ballot question format
• Levy ceiling
• Multiple year ballot question
• Proposition 2½ Ballot Questions Requirements & Procedures

16. WARRANT ARTICLE 6
   Keith Schwegel presented the Article to the Committee
   The Committee discussed the following:
   • Timing issues for grant/donation consideration
   • Committee purview
   • Recommendation suggestions

17. OTHER BUSINESS
   None

18. ADJOURN
   The meeting was adjourned at 8:44pm