

FINANCE COMMITTEE MEETING

February 4, 2020 – 7:00 p.m.
Old Water Department Room – Falmouth Town Hall
59 Town Hall Square, Falmouth, MA 02540

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

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
 - Additional funding request vocalized at a recent Board of Selectmen's meeting
 - 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
(<https://www.mass.gov/files/documents/2018/07/31/prop2.pdf>)

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