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## **Minutes of The Provincetown Finance Committee Meeting of Tuesday February 16, 1999**

The meeting was called to order at 9: 10 a.m. in the Judge Welch Hearing room by Chairman, Bill Dougal. Members present were: Bill Dougal, Chairman, Robert Vetrick, Vice-Chair, Alice Foley, Secretary, Sue Buerkel, Lynn Mogell and Gail Enos. Members absent were: John Strong, Michael Hattersley and Rick Holland.

**Approval of Minutes of February 2, 1999 meeting.** Motion to approve by A. Foley, second by L. Mogell. Unanimous vote to approve 6 yes, 0 no, 0 abstain..

**Missing minutes:** R. Vetrick reported to the committee that Town Clerk S. Nofield had requested copies of minutes from prior Fincom meetings which were not on file. All were located except January 5, 1998, March 9, 1998 and April 2, 1998. Members were asked to check their records for copies. Mr. Vetrick also asked if Fincom would be eligible for a paid secretary given the volume of work and numbers of meetings held. He mentioned that many other Town Boards do have the services of secretaries. It was also noted that the Fincom member that is acting as secretary is not able to participate fully in the meetings while taking notes. Chair Dougal asked to revisit this at the end of the meeting.

Today's schedule changes: Dennis Anderson was out sick and the Cape End Manor Budget review rescheduled to Friday February 19, 1999.

Upcoming meetings:

**2/18/99 Fiscal Realities Meeting with Selectmen 4:30 p.m.**

**2/19/99 CIP Budget review and Cape End Manor 9:00 a.m. - 1:00p.m.**

**2/22/99 Meeting with the Board of Selectmen 7:00 p.m.**

**2/26/99 Schools 5:00 p.m.**

**2/25/99 Fiscal Realities Meeting with Selectmen 4:30 p.m.**

**Individual Budget Discussions**

**512 Public Health Maureen Hurst for Diane Corbo.**

Minor changes reported in vacation relief line item, repair and maintenance and office supplies. Mr. Bergman pointed out that this budget is where we contract out for VNA services. Mr. Dougal asked if cutback in Medicare services would affect this budget. Mr. Bergman said that he did not see any evidence of this. A. Foley asked if it was possible to get some of the reports without breaking confidences. Mr. Dougal expressed his concern that the town may end up supporting some of this cost with changes in Federal regulations.

M. Hurst said that there are some grants that pick up some costs as well as some community help and a grant that pays for services for seniors.

Mr. Dougal inquired about revenue sources as to what is contained in line 541 and as to whether grant funding is reflected in the budget. Of approximately \$21,000 of grant moneys and eligible revenue, about \$8,000 is used for direct client services.

Mr. Dougal asked for clarification from Diane Corbo.

Motion to approve the budget by A. Foley, second by S. Buerkel vote to approve 6 yes, 0 no, 0 abstain.

#### **541 Council on Aging M. Hurst**

Program for senior citizens tax credits no longer before Town Meeting. Mr. Dougal has asked for a breakdown of those services.

Motion to approve R. Vetrick, second by A. Foley vote to approve 6 yes, 0 no, 0 abstain.

#### **543 Veterans Services E. Chaddock**

Mr. Chaddock explained his program and budget for new Fincom members

Motion to approve by R. Vetrick, second by L. Mogell vote to approve 6 yes, 0 no, 0 abstain.

#### **610 Library D. DeJonker-Berry**

The Board of Trustees has asked the town for an additional \$3,000 so that the trustees and fund-raisers don't have to cover the entire shortfall of new books(\$8,000). The state requires that 25% of the operating budget be spent on new books.

Charging for computer time was discussed. Some users leave donations. It would be difficult to monitor charging for computer time, and the machines are not new. CLAMS was also discussed and that our tax dollars don't have to pay for all of the books accessed through CLAMS.

Motion to approve by R. Vetrick, second by G. Enos vote to approve 6 yes, 0 no, 0 abstain.

### **620 Administration K. Bergman**

This is the budget for fireworks, wreaths, etc. Any increase because of Fire Marshall regs. will be taken from the tourism fund.

Mr. Dougal asked if this line item should be part of the tourism budget. Mr. Bergman said it was really for the town as well. There was a discussion about the Visitors Services moneys.

Motion to approve by R. Vetrick, second by A. Foley. Vote to approve 6 yes, 0 no, 0 abstain.

### **630 Recreation Department D. Clark**

Revenue sources were discussed including summer fees, charges for trips, enrollment.

Motion to approve by A. Foley, second by G. Enos. Vote to approve 6 yes, 0 no, 0 abstain.

Mr. Fanning discussed the revenue and decline in visitorship as a trend in the museum business. The admission fee is constant

Motion to approve by R. Vetrick, second by G. Enos Vote to approve 5 yes, 0 no, I abstain.

## **651 Beautification**

Ms. Mogell asked why this budget was not part of the tourism fund.

A motion was made by L. Mogell that Fincom should recommend to the Board of Selectmen that funding identified as for Beautification should be part of the Tourism Fund. Second by G. Enos.

The intent of the motion was to reduce the town operating budget by \$3,900, and the source of funds would be the tourism fund. This would not change the reporting of the Beautification committee to the BOS. Mr. Dougal did not feel comfortable taking the vote without the Chairman of the Beautification Committee present. Mr. Bergman pointed out the issues are what's the source of funds? and, who reports to who?

Ms. Mogell withdrew the motion.

Ms. Mogell presented a new motion to make the proposed source of funding for budget 651 Beautification at the level of \$3,900, the Tourism fund.

Second by Sue Buerkel. Mr. Dougall felt a responsibility to notify the Chair of Beautification of this discussion. Vote to approve this motion 6 yes, 0 no, 0 abstain.

Motion to approve the budget by R. Vetrick, second by L. Mogell. Vote to approve 6 yes, 0 no, 0 abstain.

## **672 Art Commission**

Move to approve by G. Enos, second by A. Foley. Vote to approve 6 yes, 0 no, 0 abstain.

## **Water Enterprise Fund D. Guertin and C. Silva**

There was a discussion re: the proposed rate restructure resulting in a revenue increase that will allow more surplus into the enterprise fund. By the year 2004, the greater expenses will be covered by the reserve.

Leakage problems are improving with better pump calibration and more detection. Mr, Dougal inquired about the cost of leaks to homeowners. Mr. Guertin explained that the homeowner usage remains the same.

Bills will be sent out in May for the prior twelve months 3/15/98 - 3/15/99. Most revenue is in by FY end.

There was a brief discussion re- the recent water quality problem and the need for better notification.

Motion to approve by A. Foley, second by R. Vetrick. Vote to approve 6 yes, 0 no, 0 abstain.

### **Other Business Dougal**

1. R. Garfield has approached some citizens to join the Finance Committee. Many cannot make day meetings. Fincom members agreed to vary the scheduled meeting times. Mr. Bergman agreed to that proposal.

2. Affordable Housing - should Fincom take a position ? Members unanimously felt that this was not within the realm of Fincom's responsibility although an important issue for the town. Fincom's mission is the five year plan.

3. Cape End Manor - Mr. Dougal and Ms. Foley have been invited to participate in discussions with the CE Manor and Cape Cod Healthcare.

The town needs a plan in place to reduce the deficit. Another large deficit is expected this year in the range of \$300,000 to \$400,000.

The budgets for the Manor have been meaningless for the last four years.

The meeting was adjourned at 12:42'p.m.

Respectfully submitted,

Sue Buerkel, Secretary