

Finance Committee Meeting
 December 14, 2007
 1:00pm
 Judge Welsh Meeting Room
 Called to Order: 1:05 pm

Membership:

P	E	U	Name	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Gary Delius, Chair	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Ruth Gilbert, Vice Chair	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Robert Vetrick	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Virginia Ross (1:20)	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Thomas Thurston	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Walt Winnowski	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Edward Gage	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Thomas Coen	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	David Bedard	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Alice Foley, Alternate	<input type="checkbox"/> Voting
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Frederic Biddle, Alternate	<input type="checkbox"/> Voting

Also Present:

Sharon Lynn, Town Manager
 Alix Heleila, Finance Director
 Mary-Jo Avellar, Selectman
 Austin Knight, Selectman (latter part
 of the meeting)

Order of Business:

1. Review of Reserve Fund request from Town Manager
2. Discussion of FY09 Budget
3. Calendar for FY09 budget hearings.
4. Other business

Motions

Motion # 1: To approve the transfer of \$19,814 from the Finance Committee's Reserve Fund to the Town Manager's budget to fully fund the Town Manager's contract.

Discussion: The new Town Manager's contract was negotiated by the prior Board of Selectmen but not fully funded in the FY08 budget. The Proposition 2 ½ Override that would have funded the contract and other items was voted down at the ballot box.

Motion By: Robert Vetrick		Second By: Walter Winnowski	
For: 8	Against:	Abstain:	Recuse: 1 (VR)

Motion # 2 To write a Letter to the Editor of the Provincetown Banner clarifying the effects of the No votes on the last ballot.

Discussion: The size of this year's budget gap is considerably higher than the \$70K reported in the Banner. The citizens of the Town may have gotten the impression that the Town was asking for some of the proposed Proposition 2 ½ overrides unnecessarily. The Finance Committee needs to clarify what was requested and what the consequences were of the No votes at the ballot box.

Motion By: Ruth Gilbert		Second By: Virginia Ross	
For: 9	Against: 0	Abstain: 0	Recuse:

Motion # 3: Recommend to keep the Reserve Fund level funded at \$35,000 for FY09.

Discussion: Whether the Finance Committee should set an example by level funding its Reserve Fund budget, or whether a higher Reserve Fund will be needed next year due to heightened budgetary uncertainty.

Motion By: Robert Vetrick		Second By: Edward Gage	
For: 3	Against: 6	Abstain: 0	Recuse:

Motion # 4: Recommend a budget of \$50,000 for the Reserve Fund in FY09.

Discussion: Given the widespread cuts that will have to be made to the FY09 budget, the margin of error in the budget is likely to be higher than usual. A higher Reserve Fund will allow us to respond to unforeseen expenses if necessary.

Motion By: Robert Vetrick		Second By: Thomas Coen	
For: 6	Against: 3	Abstain: 0	Recuse:

Meeting Notes

Discussion# 1 FY09 Budget:

There was a wide-ranging discussion about the aftermath of the Fall Town Meeting, the consequences of the No votes on all of the Proposition 2 ½ overrides at the ballot box, the financial pressures that the citizens are feeling on many fronts (increasing taxes, insurance, fuel costs, water & sewer rates, declining home values, a possible recession, etc.), and the present and future budget deficits that the Town is facing.

The consensus of the Committee is that the Town must present the Voters with a balanced budget in April, making cuts as necessary to keep the budget within our forecast revenues. Proposed Proposition 2 ½ overrides, if any, must present the Voters with discrete decisions to restore any services that may be cut during the budget process. There should not be any omnibus

overrides that bundle many different items together. The Town should also be prepared to live within the proposed budget if Proposition 2 ½ overrides are voted down.

The Committee was also in agreement that communication with the Voters leading up to Town Meeting needs to be improved to ensure that the Voters have the information they need to vote on the budget.

Next Step:

Assigned To:

Discussion# 2 Union Contracts Funding:

Funding for the Police and AFSCME contracts was not approved by Voters at the ballot box. As a result, the Police contract needs to be renegotiated. The Town Manager has had two meetings with the Police Union. The request for what will be two years of retroactive increases (approximately \$165K) will be carried forward to the April Special Town Meeting.

The Schools are also renegotiating their union contracts. As of yet, the Town Manager has not been asked to get involved in the negotiations.

Next Step:

Completed By:

Discussion# 3: Mr. Delius reviewed cost saving measures adopted by the Finance Committee:

1. Elimination of clerical support for recording meeting minutes.
2. Reduction in the number of members who attend the Massachusetts Municipal Association meetings.

Next Step:

Completed By:

Discussion# 4 Calendar for FY09 budget hearings:

Mr. Delius proposed a meeting schedule for the FinCom budget hearings in February. Other members gave their suggestions. Mr. Delius will finalize and publish the schedule.

Next Step: Set Meeting Schedule	Assigned To: Gary Delius
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Discussion# 5 General Ledger Detail Review:

Mr. Delius has requested that the Finance Manager provide detailed FY07 General Ledger reports to Mr. Coen in electronic format. Mr. Coen will sort and summarize the transactions by department, category and vendor. This will allow the Finance Committee to review how the Department Heads actually spend their money in detail.

Next Step: Prepare Reports	Assigned To: Thomas Coen
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Discussion# 6 Recycle old budget books:

Mr. Delius requested that the members of the FinCom return last year's budget books to the Town Manager's office for re-use.

Next Step: Return old budget books	Assigned To: All FinCom members
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Next Meeting:	TBD
Adjourn:	3:45 pm
Minutes by:	Thomas Coen

Approved by _____ on _____, 2008
Gary Delius, Chair