

Finance Committee Meeting
 February 25, 2008
 1:00pm
 Judge Welsh Meeting Room
 Called to Order: 1:03pm

Membership:

P	E	U	Name	
<input type="checkbox"/>	<input checked="" 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 type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Virginia Ross	
<input type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Philip Gaudiano, Alternate	<input checked="" type="checkbox"/> Voting
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Frederic Biddle, Alternate	<input type="checkbox"/> Voting

(Note: **P** = Present **E** = Excused **U** = Unexcused)

Also Present:

Sharon Lynn, Town Manager
 David Gardner, Assistant Town Manager
 Alix Heilala, Finance Director

Order of Business:

1. To review the Budgets for Division I, Town Administration
2. To consider other business which may legally come before the Finance Committee.

Budget Reviews

157 – Land Bank - Presented by David Gardner

There was a lengthy discussion about the possibility of eliminating the Land Bank 3% property tax surcharge and rolling over the debt obligations of the Land Bank to the Community Preservation budget. This would probably require a change to the percentage allocations of the Community Preservation budget that requires, per a Town Meeting vote, that 80% of the Community Preservation funds be allocated to affordable housing. CPA matching funds from the State are also declining.

Motion #1 : To recommend that the Board of Selectman continue to pursue the feasibility of rolling the Land Bank budget into the Community Preservation budget and eliminating the 3% Land Bank surtax.
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Motion By: Robert Vetrick	Second By: Philip Gaudiano
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For: 7	Against: 0	Abstain: 0	Recuse:
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Motion #2 : To recommend budget 157, Land Bank, in the amount of \$347,356.
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Motion By: Robert Vetrick	Second By: Thomas Coen
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For: 7	Against: 0	Abstain: 0	Recuse:
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182 – Economic Development Council - Presented by David Gardner

There was a brief discussion about the upcoming Economic Development Summit. The largest item in this budget is \$5,000 in local matching funds for grants from Barnstable County and the Cape Cod Economic Development Council.

Motion #3 : To recommend budget 182, Economic Development Council, in the amount of \$6,134.

Motion By: Robert Vetrick		Second By: Walter Winnowski	
For: 6	Against: 0	Abstain: 0	Recuse: PG

240 - Inspections - Presented by Russell Braun

Mr. Braun provided an overview of his organization and staffing of the departments that report to him. He also noted that the Plumbing & Gas Inspector is now a part-time staff position rather than being funded through the 52100 Contractor/Services Prof expense line item.

Ms. Lynn talked about the difficulty the Town has had attracting and retaining qualified staff for the Building Commissioner and Building Inspector positions. Last year the Town employed a consultant as Building Inspector at great expense. The current Acting Building Commissioner, Mr. Braun, is working on completing his certifications. He has an 18 month window to complete the process. The Local Building Inspector position remains unfilled.

There was a lengthy discussion about permit revenue. The trend is down due to the decline in building activity. The Committee would like to see formal policy established that defines how fees are set. The policy and the fees should be reviewed annually.

Motion #4 : To recommend budget 240, Inspections, in the amount of \$171,819.			
Motion By: Robert Vetrick		Second By: Thomas Coen	
For: 7	Against: 0	Abstain: 0	Recuse:

241 – Community Development- Presented by Russell Braun

One unfilled Administrative Assistant position has been eliminated from the budget.

Motion #5 : To recommend budget 241, Community Development, in the amount of \$97,495.			
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Motion By: Edward Gage		Second By: Robert Vetrick	
For: 7	Against: 0	Abstain: 0	Recuse:

511 – Health Inspector/Agent - Presented by Russell Braun, Jane Evans & Brian Carlson

The Health Agent position has been changed from part-time to full-time adding \$22,170 to the Personal Services budget. 20% of the Health Agent's salary is charged to the Wastewater Enterprise Fund.

The Health Inspector also acts as the Town's Conservation Agent.

Motion #6 : To recommend budget 511, Health Inspector/Agent, in the amount of \$111,744.			
Motion By: Thomas Coen		Second By: Edward Gage	
For: 6	Against: 0	Abstain: 0	Recuse: RG

174 Housing Office - Presented by David Gardner

The Housing Office budget is funded 75% from the Community Preservation Committee Funds and 25% from the Housing Trust Fund.

The Committee asked where we stand versus the Town's goal of having 10% of the Town's housing be affordable. Mr. Gardner explained that the Housing Specialist is updating our inventory of affordable housing units.

Motion #7 : To recommend budget 174, Housing Office, in the amount of \$50,000.			
Motion By: Robert Vetrick		Second By: David Bedard	
For: 7	Against: 0	Abstain: 0	Recuse:

179 Historical Commission - Presented by Alix Heilala

Motion #8 : To recommend budget 179, Historical Commission, in the			
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amount of \$500.			
Motion By: Edward Gage		Second By: Robert Vetrick	
For: 7	Against: 0	Abstain: 0	Recuse:

180 – Historic District Commission – Presented by Alix Heilala

Motion #9 : To recommend budget 180, Historic District Commission, in the amount of \$2,500.			
Motion By: Robert Vetrick		Second By: Thomas Coen	
For: 6	Against: 0	Abstain: 0	Recuse: PG

499 – Cable Advisory Commission – Presented by Beth O'Rourke & Carol Pugliese

Provincetown Television (PTV) will be moving from its current Whaler's Wharf location to the Town owned Freeman Street building. This will allow PTV to expand its operations and reduce its annual rent payments from \$12,000 to \$6,000 which will now be paid to the Town.

Provincetown Television (PTV) is funded entirely by fees paid by Comcast to provide public access programming services. The Committee suggested that PTV pursue other possible funding sources to expand its services including grants and setting up a gift fund.

Motion #10 : To recommend budget 499, Cable Advisory Commission, in the amount of \$74,150.			
Motion By: Robert Vetrick		Second By: David Bedard	
For: 7	Against: 0	Abstain: 0	Recuse:

156 – General Government – Presented by Alix Heleila

The Committee requested that Special Events budget, which is used for the employee appreciation dinner and the volunteer appreciation reception, be reduced by \$1,000.

Motion #11 : To amend budget 156, General Government, as follows:

- Reduce the B Budget (Expenses) by \$1,000 from the 52501 Special Events line;

And to recommend the revised total amount of \$54,727.

Motion By: David Bedard		Second By: Edward Gage	
For: 7	Against: 0	Abstain: 0	Recuse:

Next Meeting:	February 27, 2008 @ 10:00am
Adjourn:	3:50pm
Minutes by:	Thomas Coen

Approved by _____ on _____, 2008
 Ruth Gilbert, Vice Chair