



Finance Committee

Finance Committee Meeting Minutes
Thursday, April 29, 2010 @ 1:00 pm
Rice Library at the Provincetown Center for Coastal Studies
Called to Order: 1:00 pm

Membership:

P	E	U	Name	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Thomas Coen, Chair	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Ann Maguire, Vice Chair	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Thomas Thurston	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Gabrielle Hanna	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Daniel Hoort	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	David McChesney	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Erik Yingling	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(Open)	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(Open)	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(Open), Alternate	<input type="checkbox"/> Voting
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Oliver Kamm, Alternate	<input checked="" type="checkbox"/> Voting

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

These minutes are in brief format. This meeting was filmed and is available for viewing at <http://www.provincetowntv.org/> or on DVD at the Provincetown Television office.

Also Present:
Alix Heilala, Finance Director

Order of Business:

1. To elect the Chair and Vice Chair of the Committee.
2. To hear Public Statements.
3. To consider a request by Veterans Services for a transfer from the Reserve Fund.
4. To review the minutes of prior meetings.

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| 5. To consider any business that may legally come before the Finance Committee. |
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Mr. Coen called the meeting to order at 1:00pm in the Rice Library and then moved the meeting downstairs to Larkin Hall. He also briefed the Committee on the Tuesday School Committee meeting where the decision was made to phase out grades 9 through 12.

Chair & Vice Chair Elections

Mr. Coen solicited nominations for the positions of Chair and Vice Chair. Both incumbents were reappointed.

Motion # 1: To elect Tom Coen as the Committee's Chair.
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Motion By: Gabby Hanna		Second By: Ann Maguire	
For: 7	Against: 0	Abstain: 0	Recuse:

Motion # 2: To elect Ann Maguire as the Committee's Vice Chair.
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Motion By: Gabby Hanna		Second By: Dan Hoort	
For: 7	Against: 0	Abstain: 0	Recuse:

Public Statements

(There were no public statements).

Reserve Fund Request

The request from Veterans Services for a transfer from the Reserve Fund was withdrawn. They thought that the Committee had previously transferred only \$7,000, rather than the actual amount of \$17,000. There are sufficient funds in the current budget for the remainder of the year.

Minutes

Motion # 3: To approve the minutes of March 18 th as amended.			
Motion By: Ann Maguire		Second By: Gabby Hanna	
For: 6	Against: 0	Abstain: 1	Recuse:

Motion # 3: To approve the minutes of April 1 st .			
Motion By: Ann Maguire		Second By: Gabby Hanna	
For: 4	Against: 0	Abstain: 3	Recuse:

Motion # 4: To approve the minutes of April 5 th .			
Motion By: Gabby Hanna		Second By: Dan Hoort	
For: 6	Against: 0	Abstain: 1	Recuse:

Motion # 3: To accept the minutes of April 6 th .			
Motion By: Oliver Kamm		Second By: David McChesney	
For: 6	Against: 0	Abstain: 1	Recuse:

Other Business**Finance Committee Recommendations to the Pier Corporation:**

Selectman Avellar has requested a joint meeting with the Pier Board to discuss these recommendations. It will take place on Monday, the 29th, at 3:00 pm. Mr. Coen has been asked to attend. It is also posted as a Finance Committee meeting. In preparation, Mr. Coen met with the Harbormaster, the Pier Treasurer, and the Board of Selectmen's Pier liaison, Dave Bedard, to discuss the Pier's responses. He had hoped that the Harbormaster would be

able to attend this meeting, but he has not had time yet to put the Pier's responses into writing.

Finance Committee Process & Procedures: At the Committee's previous meeting, Mr. Coen distributed a copy of Sudbury's document. He is reworking it to make it Provincetown specific, to include the Committee's statutory responsibilities, an annual timeline of events, and a code of conduct for committee members. This segued into a discussion of the state's new Open Meeting Law and the Records Retention Law. Mr. Coen will bring a revised version forward at a future meeting.

Phase Out of High School Grades 9 – 12: Mr. Hoort raised the question of whether there will be any costs associated with the transition. Ms. Heilala said there very well may be, but we don't know the transportation and tuition costs yet.

Hawthorne Property: Ms. Hanna asked whether the purchase of the Hawthorne property has been completed. Ms. Heilala said that no contract has been signed yet and that completion of the purchase is dependent on receipt of the matching PARC grant from the state.

Committee Secretary: Ms. Heilala suggested using senior volunteers through Council on Aging for taking minutes during budget hearings. Mr. Coen will follow up with the Director of the COA.

Next Meeting:	Monday, May 3 rd @ 3:00 pm
Adjourn:	1:44 pm
Minutes by:	Thomas Coen

Approved by  on May 14, 2010
 Thomas Coen, Chair