



# Finance Committee

Finance Committee Meeting Minutes  
 Thursday, February 9, 2012 @ 1:00 pm  
 Judge Welsh Room, Provincetown Town Hall  
 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"/>	Erik Yingling (via phone)	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Thomas Donegan	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Glen Dombrow	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Frederic Biddle	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Daniel Jackson	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Michael Canizales	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(Open), Alternate	<input type="checkbox"/> Voting
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(Open), Alternate	<input 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.*

<b>Also Present:</b>	
Sharon Lynn, Town Manager	Dan Hoort, Finance Director
Doug Johnstone, Town Clerk	

<b>Order of Business:</b>
1. Division I – General Government budgets.
2. Joint meeting with the Provincetown Public Pier Corporation Board of Directors to discuss budget related issues.
3. Revisit previously reviewed departmental budgets, as necessary.

4. Minutes of prior meetings, as time permits.
5. Any other business that may legally come before the Finance Committee.

## **Division I – General Government**

### **179 – Historical Commission**

The Town Clerk presented the budget for the Historical Commission. Ann Maguire moved and Dan Jackson seconded a motion to recommend approval of the budget as submitted. A roll call vote was held and all attendees voted in the affirmative by roll call. 7-0-0.

### **113 – Town Clerk**

The Town Clerk presented the Elections budget. Ann Maguire commended the Town Clerk for the efficiency and effectiveness of Town Elections. Tom Donegan enquired as to whether more PR would be useful for Town Meeting and Elections. Mike Canizales encouraged greater use of Social Media. The Town Manager informed the Committee that she has banned most use of Social Media for town employees.

Ann Maguire moved and Glen Dombrow seconded a motion to recommend the budget as submitted.

A roll call vote was held and all attendees voted in the affirmative. 7-0-0.

### **161 – Town Clerk**

The Town Clerk presented his budget. Tom Coen commended the Clerk on the Town Report and History project.

Tom Donegan moved and Ann Maguire seconded a motion to approve the budget. A roll call vote was held and all attendees voted in the affirmative. 7-0-0.

## **482 – Airport**

The Airport representative presented the budget. Tom Donegan asked if the 2012 budget would be missed. The representative said we may but it would be close. The Committee was informed that rent on the TSA trailer is no longer allowed. Also a discussion occurred about Snow removal and why the airport needed dedicated equipment.

Ann Maguire moved and Dan Jackson seconded a motion to recommend the budget as submitted. A roll call vote was held and all voted in the affirmative. 7-0-0.

## **122 – Board of Selectmen**

The Town Manager presented the BOS Budget. A discussion on reduction of force occurred. The new plan calls for a consolidation of two administrative jobs to 1 and the creation of a part-time benefits administrator.

Mike Canizales moved and Ann Maguire seconded a motion to recommend the Town Manager's budget as submitted. A roll call vote was held and all voted in the affirmative. 7-0-0.

## **123 – Town Manager**

The Town Manager presented her budget. Ann Maguire moved and Mike Canizales seconded a motion to recommend as submitted. A roll call vote was held and all voted in the affirmative. 7-0-0.

## **174 – Housing Office**

The Housing office budget was presented. Ann Maguire moved and Tom Donegan a motion to recommend as submitted. A roll call vote was held and all voted in the affirmative. 7-0-0.

## **151 – Legal Services**

The Legal Service budget was presented. Dan Jackson moved and Ann Maguire seconded a motion to recommend the Legal Services Budget as presented. The roll call vote was 7-0-0.

### **156 – General Government Administration**

The GGA Budget was presented. Mike Canizales moved and Glen Dombrow seconded a motion to recommend the budget as submitted. The roll call vote was 7-0-0.

### **157 – Land Bank**

The Land Bank Budget was presented.

*Eric Yingling left the call at 3:03 PM.*

Mike Canizales moved and Dan Jackson seconded a motion to recommend as submitted. The vote was 6-0-0.

### **Joint meeting with the Public Pier Corporation Board of Directors**

The meeting began at 4:03 PM.

Rex McKinsey, Lee Ash and Scott Fraser presented the Pier Corp Budget and the Harbor Master Budget #295. The Finance Committee was briefed on various efforts to improve fiscal discipline including accounts receivable collections.

*Eric Yingling arrived in person at 4:35 pm.*

### **295 – Harbormaster (Division III, Public Safety)**

Tom Donegan moved and Ann Maguire seconded a motion to recommend Budget 295 as presented. The motion passed 7-0-0.

Next Meeting:	Tuesday, February 14 <sup>th</sup> , 2012 @ 1:00 pm
Adjourn:	4:48 pm
Minutes by:	Michael Canizales

Approved by  on March 14, 2012  
Thomas Coen, Chair