



# Finance Committee

Finance Committee Meeting Minutes  
 Monday, March 12, 2012 @ 5:00 PM  
 Judge Welsh Room at the Provincetown Town Hall  
 Called to Order: 5:00 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	
<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>	
Elaine Anderson, BoS Chair	John Santos, BoS
David Bedard, BoS Vice Chair	Sharon Lynn, Town Mgr.
Austin Knight, BoS	David Gardner, Asst. Town Mgr.
David McChesney, BoS	Dan Hoort, Finance Director

<b>Order of Business:</b>
1. Police Station / Highway Garage Project Update – Michael McKeon – Kaestle Boos
2. Joint Public Hearing with the Board of Selectmen on the proposed FY13 Operating Budget

3. Any other business that may legally come before the Finance Committee

**Police Station / Highway Garage Project Update – Michael McKeon –  
Kaestle Boos**

The Committee attended the Board of Selectmen’s Public Forum regarding the proposed police station / highway garage project. There were no deliberations or motions made.

*For more detail, see the Board of Selectmen’s March 12, 2012 5:00 pm meeting minutes.*

**Joint Public Hearing with the Board of Selectmen on the proposed  
FY13 Operating Budget**

Board of Selectmen Chair, Elaine Anderson, read the public hearing notice into the record as follows:

“In accordance with §9-1-6 of the Provincetown Charter, the Board of Selectmen and the Finance Committee will hold a Joint Public Hearing on **Monday, March 12, 2012 at 6:00 pm** in the Judge Welch Hearing Room, Town Hall, 260 Commercial Street, Provincetown, MA to hear comments from the public on the Town’s proposed Fiscal Year 2013 operating budget.

Copies of the budget are available for inspection in the office of Town Manager/Board of Selectmen at Town Hall. Comments may be submitted in writing to that office no later than Friday, March 9, 2012, or in person at the hearing.”

No written comments were received from the public.

**Division IV – Public Works – Public Comments**

Rick Murray – Would like there to be a line item for a comprehensive budget plan for paving and incorporate it into the water and wastewater projects.

**Selectmen Comments**

David Bedard – Congratulations to Town Staff and FinCom, this is the 4<sup>th</sup> year in a row with balanced budget.

**Other Business**

Bicycle Committee – Requesting \$1900 – this will be taken care of as a budget adjustment at the Special Town Meeting.

**MOTION** – Move that the Board of Selectmen direct staff to include the request of the Bicycle Committee for a budget of \$1900 in STM Article 1, FY 2012 Budget Adjustments.

**Motion by:** David Bedard **Seconded by:** John Santos **Yea** 5 **Nay** 0

**List of documents reviewed:**

1. *FY 2013 Operating Budget Summary Memo from the Chair of the Finance Committee to the Board of Selectmen. (Attached).*
2. *FY 2103 Budget Summary.*

Next Meeting:	Tuesday, March 13, 2012 @ 6:00 PM
Adjourn:	6:25 PM
Minutes by:	Thomas Coen, based on the transcription by the Secretary to the Board of Selectmen

Approved by  on April 27, 2012  
 Thomas Coen, Chair



## Finance Committee

# Memo

To: Board of Selectmen

From: Thomas Coen

CC: Finance Committee, Town Manager, Assistant Town Manager, Finance Director

Date: March 7, 2012

Re: FY 2013 Operating Budget Recommendations

**ATT:** FY 2013 Operating Budget Summary

### **Ladies and Gentlemen of the Board of Selectmen:**

Attached you will find a summary of the FY 2013 operating budget with our final recommendations. There are only three differences between your recommendations and ours, as follows.

1. Division II, Finance, Budget 910 – Retirement / Benefits / Insurance: We are recommending an increase of \$75,000 to fund the mitigation plan required under the healthcare reform act. This amount is 25% of the first year's (July 1, 2012 through June 30, 2013) savings generated by the changes to the group health insurance cost sharing features. The money had been previously set aside to fund a separate warrant article authorizing this expenditure, so there is no affect on the Town's bottom line for FY 2013.
2. Division III, Public Safety, Budget 299 – Parking: We recommend that the Personal Services budget be increased by \$9,442 to cover the cost of seasonal parking attendant staffing for 24 hours a day at the MPL and Grace Hall parking lots during the peak season. Our recommendation is based on the Town Auditor's finding that lack of attendants in those parking lots during late night/early morning hours presents a potential financial control problem.

Finance Committee FY 2013 Operating Budget Recommendations

3. Division VI, Public Schools, Budget 310 – Cape Cod Regional Technical High School: Last week we received the assessment from CCRTHS and it is \$1,388 lower than our original estimate. The assessment is based on the number of Provincetown students enrolled in the school.

The net difference between the Board's recommendation and the Finance Committee's is an increase of \$83,054.

We look forward to our joint Public Hearing on the FY 2013 Operating Budget on Monday, the twelfth, at 6:00 pm.

Respectfully submitted,

A handwritten signature in blue ink that reads "Thomas Coen". The signature is written in a cursive style and is positioned above a horizontal line.

Thomas Coen, Chair, Finance Committee