

# TOWN OF PROVINCETOWN - BOARD OF SELECTMEN

**SPECIAL MEETING – MONDAY - FEBRUARY 21, 2012 4:30 PM**

## TOWN HALL – JUDGE WELSH ROOM

Chairman Elaine Anderson convened the meeting at 4:34 PM noting the following:

Board of Selectmen attending: Elaine Anderson, David Bedard, Austin Knight, and David McChesney

Excused Absence: John Santos (Vacation)

Other attendees: Town Manager Sharon Lynn, Assistant Town Manager David Gardner and Town Accountant Dan Hoort

Recorder: David Gardner

The following are minutes, in brief:

### 1. JOINT MEETING WITH FINANCE COMMITTEE

Finance Committee Members attending: Thomas Coen, Chair, Tom Donegan, Michael Canizales, Dan Jackson, Ann Maguire, Glen Dombrow, and Erik Yingling

Chair Thomas Coen called the Finance Committee to order at 4:36 pm.

Chair Coen gave a update of where we are within the budgetary process.

Joint public hearing on March 12<sup>th</sup> on the warrant.

Finance Committee gave a summary of their reasoning for a proposed traffic hearing agenda item to restrict permit parking at the Municipal Parking Lot.

### CAPITAL IMPROVEMENT PROJECT LIST

| <u>Dept</u> | <u>Description</u>             | <u>FY 2013</u> | <u>Cap<br/>Improve<br/>Stab Fund</u> | <u>FreeCash</u> | <u>2 /12 Debt<br/>Exclusion</u> | <u>Parking<br/>Fund</u> | <u>Other<br/>Funds</u> |
|-------------|--------------------------------|----------------|--------------------------------------|-----------------|---------------------------------|-------------------------|------------------------|
| MIS         | Shortel Network expansion      | \$50,000       |                                      | \$50,000        |                                 |                         |                        |
| MIS         | Open Cape Connections          | \$200,000      |                                      |                 | \$200,000                       |                         |                        |
| Police      | Portable Radios                | \$45,116       |                                      | \$45,116        |                                 |                         |                        |
| Police      | Fleet Replacement - 2 vehicles |                |                                      |                 |                                 |                         |                        |
| Police      | Yr 1 of lease                  | \$24,960       |                                      | \$24,960        |                                 |                         |                        |
| Police      | Fleet Replacement - 1 vehicle  |                |                                      |                 |                                 |                         |                        |
| Police      | Yr 2 of lease                  | \$8,800        |                                      | \$8,800         |                                 |                         |                        |
| Police      | Fleet Replacement - 2 vehicles |                |                                      |                 |                                 |                         |                        |
| Police      | Yr 3 of lease                  | \$19,835       |                                      | \$19,835        |                                 |                         |                        |
| Fire        | Ambulance Replacement          | \$174,000      |                                      |                 | \$174,000                       |                         |                        |
| Emerg       | Town Emergency Shelter         |                |                                      |                 |                                 |                         |                        |
| Emerg       | Retrofit                       | \$101,604      |                                      |                 | \$101,604                       |                         |                        |
| Parking     | Parking vehicle (Fusion        |                |                                      |                 |                                 |                         |                        |
| Parking     | Hybrid)                        | \$10,975       |                                      |                 |                                 | \$10,975                |                        |
| Parking     | Grace Hall Reconfiguration     | \$ -           |                                      |                 |                                 | \$ -                    |                        |
| Parking     | Parking Lot Kiosks (3)         | \$51,000       |                                      |                 |                                 | \$51,000                |                        |

|         |  |                    |                  |                   |                    |                  |                 |
|---------|--|--------------------|------------------|-------------------|--------------------|------------------|-----------------|
| DPW     | Fleet Replacement  | \$193,000          |                  | \$193,000         |                    |                  |                 |
|         | Stormwater Management                                      |                    |                  |                   |                    |                  |                 |
| DPW     | Projects   | \$100,000          |                  | \$100,000         |                    |                  |                 |
| DPW     | Cemetery Tractor/Mowers (2)                                | \$28,000           | \$28,000         |                   |                    |                  |                 |
| DPW     | LED Light Replacement                                      | \$ -               |                  | \$ -              |                    |                  |                 |
| DPW     | Big Belly Solar  | \$ -               |                  | \$ -              |                    |                  |                 |
|         | VMES-Hot water heat  | \$500,000          | \$200,000        | \$300,000         |                    |                  |                 |
|         | Re-paving Streets  | \$800,000          |                  |                   | \$800,000          |                  |                 |
|         | Police Station/Highway Garage                              |                    |                  |                   |                    |                  |                 |
| Police  | Engineering  | \$650,000          |                  |                   | \$650,000          |                  |                 |
| School  | School-Playground Equipment                                | \$95,350           | \$70,320         | \$ -              |                    | \$25,000         |                 |
| School  | School-Catch basin installation                            | \$24,999           |                  |                   |                    | \$24,999         |                 |
| School  | School-Pointing and sealing exterior walls                 | \$18,170           |                  |                   |                    |                  |                 |
| School  | School-Pointing and sealing exterior walls                 | \$400,000          |                  |                   | \$418,170          |                  |                 |
| Pier    | Pier   |                    |                  |                   |                    |                  |                 |
| Airport | See Separate Page  | \$ -               |                  |                   |                    |                  |                 |
|         | <b>Transfer back to General Purpose Stabilization Fund</b> |                    |                  | <b>\$ 265,000</b> |                    |                  |                 |
|         |  | <b>\$3,495,809</b> | <b>\$200,000</b> | <b>\$812,031</b>  | <b>\$2,636,774</b> | <b>\$61,975</b>  | <b>\$49,999</b> |
|         | <b>Balance available at April 2012 Town Meeting</b>        |                    | \$205,000        | \$830,104         |                    | \$288,000        |                 |
|         | <b>Used</b>  |                    | \$(200,000)      | \$(812,031)       |                    | \$(61,975)       | \$49,999        |
|         | <b>Ending Balance</b>                                      |                    | <b>\$ 5,000</b>  | <b>\$18,073</b>   | <b>\$ -</b>        | <b>\$226,025</b> | <b>\$49,999</b> |

Should consider moving the CIP program up in the budgeting process and consider late fall prior to development of department operating budgets.

Need to consider the need for additional revenues or to re-purpose existing revenue sources to cover future investments in a Capital Improvement Program.

Finance Committee adjourned at 5:51 PM.

Motion to adjourn by Austin Knight at 5:51PM

Minutes transcribed by: David Gardner