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## **Minutes of the Provincetown Finance Committee Meeting of Tuesday February 2, 1999**

The meeting was called to order in the Judge Welch Healing Room by Chairman Bill Dougal at 1: 10 p.m. Members in attendance were Gail Enos, Vice Chair Alice Foley, Michael Hattersley, Secretary Sue Buerkel and Chair Bill Dougal. Members absent were Robert Vetrick, Rick Holland, John Strong. Lynn Mogell was absent at the start but expected.

**Approval of minutes** of January 5,1999 Finance committee meeting. A motion to approve was made by A. Foley, second by S. Buerkel, unanimous approval 5-0-0.

A **memo from Michael Hattersley** dated January 28, 1999 was introduced re: facilities consolidation.

A **memo from the Town Manager re: Workshops for Facility Needs and Fiscal Realities** was discussed including the importance of workshop attendance for FINCOM members. The meetings are scheduled for every Thursday in February at 5:00p.m.

### **Future meetings for budget reviews were scheduled:**

Tuesday February 16, 1999 9:00 a.m. - 5:00 p.m. Public Service and Enterprise

Friday February 19, 1999 9:00 a.m. - 12:00 p.m. CIP

Friday February 26,1999 3:30 p.m. - 5:00 p.m. Schools

Monday February 22,1999 7: 00 p.m. With Board of Selectmen

### **Overview of FY 2000 Budget**

Town Manager, Keith Bergman presented a budget overview including information about additional requests. The town received a bill for cost of living allowances for Barnstable County retirees. That and other increases approved by the Board of Selectmen resulted in \$245,000 in additional requests.

Changes from prior years were outlined: 1. Consolidation within the Department of Municipal Financing, Department of Regulatory Management and Department of Public Works results in less spending. 2. Water Enterprise Fund has instituted a Five Year Proforma to help fund future capital needs. 3. Indirect Costs are calculated for each department and Revenues are assigned to, each department.

## **Individual Budget Reviews**

### **113 Elections/Town Meeting S. Nofield**

Motion to approve by M. Hattersley, second by A. Foley. Vote to approve 5 yes, 0 no,

0 abstain.

### **161 Town Clerk S. Nofield**

There was a brief discussion about senior citizens who work for property tax credits. It was felt that there should be a record and analysis of what jobs are done.

Motion to approve by A. Foley, second by S. Buerkel. Vote to approve 5 yes, 0 no, 0 abstain.

### **122 Board of Selectmen K. Bergman**

Motion to approve by M. Hattersley, second by A. Foley. Vote to approve 5 yes, 0 no, 0

abstain.

### **123 Town Manager K. Bergman**

Line 114 FY 1999 should read \$28,917

There was a discussion about funding for the Grant Administrator. Also, Mr. Bergman requested a permanent Full Time Tourism Director to coordinate all tourism activities.

Motion to approve by M. Hattersley, second by A. Foley. Vote to approve 5 yes, 0 no, 0 abstain.

### **151 Legal Services K. Bergman**

Mr. Bergman said that more than \$110,000 is needed given that expenses are currently

\$11,000 to \$15,000 per month. Extra funding could come through social security savings.

Motion to approve by M. Hattersley, second by A. Foley. Vote to approve 5 yes, 0 no, 0 abstain.

**Lynn Mogell joined the meeting at this time.**

### **189 Municipal Advertising**

Will be deferred until after February 22, 1999.

### **131 Finance Committee B. Dougal**

There was a discussion concerning the need for a small travel and education budget for Fincom.

Motion by A. Foley to request an additional \$300.00 for such expenses. Second by S.

Buerkel. Motion carried 6 yes, 0 no, 0 abstain.

Chair B. Dougal will go back to the selectmen with the request.

### **139 Department of Municipal Finance K. Learned**

\$1400 increase over last year. Union increase is included. Eliminated 1/2 time position in Treasurer/Collector's office and swapped with a 1/3 position.

Motion to approve by M. Hattersley, second by A. Foley. Vote to approve 6 yes, 0 no, 0 abstain.

### **710 Town Debt Service K. Learned**

Motion to approve by S. Buerkel, second by M. Hattersley. Vote to approve 6 yes, 0 no, 0 abstain.

**910 Retirement, Benefits, Insurance** K.Learned

Mr. Dougall asked what percent of total payroll this line is, and inquired as to the controllability of costs. He suggested that Fincom make analysis of this as a goal for year 2000.

Motion to approve the budget by M. Hattersley, second by G. Enos. Vote to approve 6 yes, 0 no, 0 abstain.

**146 General Government Administration** K. Bergman

Motion to approve by A. Foley, second by M.Hattersley. Vote to approve 6 yes, 0 no, 0 abstain.

**220 Fire Department** M. Trovato

Motion to approve by M. Hattersley, second by S. Buerkel. Vote to approve 6 yes 0 no, 0 abstain.

**231 Ambulance Service** K. Bergman

Motion to approve by M. Hattersley, second by L.Mogell. Vote to approve 6 yes, 0 no, 0 abstain.

**210 Police R. Anthony**

\$43,000 in extra funding granted by the Board of Selectmen for the restoration of five summer officers.

Motion to approve by A. Foley, second by L. Mogell. Vote to approve 6 yes, 0 no, 0 abstain.

**249 Department of Regulatory Management** W. Davis

There was a discussion concerning licensing of rental units, implementation and financial implications.

Motion to approve the budget by S. Buerkel, second by L. Mogell. Vote to approve 5 yes, 0 no, 0 abstain.

### **291 Emergency Management**

Motion to approve by M. Hattersley, second by G. Enos. Vote to Approve 5 yes, 0 no, 0 abstain.

### **295 Harbormaster/MacMillan Wharf D. DiTacchio**

Motion to approve by M. Hattersley, second by A. Foley. Vote to approve 6 yes, 0 no, 0 abstain,

### **296 Shellfish**

There was a brief discussion of the duties and responsibilities of the Shellfish Warden

Motion to approve by M. Hattersley, second by S. Buerkel. Vote to approve 6 yes, 0 no, 0 abstain.

### **429 Department of Public Works D. Guertin**

M. Hattersley requested a discussion with the director in the future.

Motion to approve the budget by M. Hattersley, second by L. Mogell. Vote to approve 6 yes, 0 no, 0 abstain.

The meeting was adjourned at 5:26 p.m.

Respectfully submitted,

