

**Minutes of the Finance Committee Meeting, Thursday, March 13, 2003
Judge Welsh Meeting Room, Town Hall, Provincetown, MA 02657**

Present: Chair Sue Buerkel, Gail Enos, Ruth Gilbert, Jennifer Bedard and Tom Thurston

Meeting was called to order at 4:15 pm

Also present, Town Manager Keith Bergman

Minutes of Tuesday, March 11, 2003 were reviewed. Motion to accept as written. Moved: Tom Thurston,

Seconded: Gail Enos Accepted: 4-0-1

Ginny Ross arrived at 4:17 pm

Town Manager, Keith Bergman handed out FY 2004 Capital Improvements Program Memo to the Finance Committee dated March 13, 2003. Mr. Bergman stated that the Board of Selectmen withdrew the Town Hall Stair and Windows project and that it would not be on the warrant. All of the projects that will be reviewed today will be on the warrant.

Sue Buerkel questioned what effect changes in future interest rates will have on the town's borrowing. Mr. Bergman stated that they utilize a conservative estimate approximately 4.5%. The town uses a fixed interest rate.

Special Town Meeting Articles

STM-2 Wastewater Phase 1 Construction – Supplemental Expenses

Sandy Turner, Kathie Meads

This article increases sewer construction borrowing from \$17.5-million to \$19.5-million to meet additional construction costs associated with the Town's Phase 1 sewer system.

Ruth Gilbert questioned if there was a final cut-off. DPW responded that the door is closed except for the red dot delay failures, the red dots are failing sooner. They are taking names for Phase II but there are no guarantees because of limited disposal capacity. They'll need a few years to create a flow analysis and then they'll choose environmental sensitive properties.

Motion to accept as written. Ruth Gilbert moved. Tom Thurston seconded and it passed unanimously. 6-0-0.

(Ruth Gilbert)

STM 21 - Electronic Parking Meters

Donald Richards

Transfer from the Parking Fund the sum of \$52,800 to be used for electronic parking meters.

Tom Thurston questioned if there was any value to the old parking meters. There may be a value to the parts because that style is no longer in production. Boston donated their old meters to other towns.

Motion to accept as written. Gail Enos moved. Tom Thurston seconded and it passed unanimously. 6-0-0.

(Gail Enos)

Annual Town Meeting

ATM-4.1 Replace Fire Rescue 197:\$125,000

Michael Trovato, Fire Chief

If a new vehicle is not approved, they will either need to make major repairs, which are cost prohibitive, or run with one rescue truck, which is not a viable option.

Motion to accept as written. Ginny Ross moved. Tom Thurston seconded and it passed unanimously 6-0-0.

(Ginny Ross)

ATM-4.2 Low Band Base Station \$8,500

Michael Trovato, Fire Chief

The current 100 watt base station is only operating at 50 watts. This is the only means of alerting members to calls.

Motion to accept as written. Tom Thurston moved. Ginny Ross seconded and it passed unanimously. 6-0-0.

(Tom Thurston)

ATM-4.3 Police Cruisers: \$59,000

Chief of Police, Ted Meyer

This request is for 2 police cruisers to replace two exceedingly high mileage units (both in excess of \$140,000 miles).

Ruth Gilbert questioned if the town could eventually be on a one police cruiser a year plan instead of two a year. The chief stated that the replacement schedule would stay on a 2 a year plan, however, on odd years they would only need one replaced. They currently have 7 vehicles.

Motion to accept as written. Gail Enos moved. Tom Thurston seconded and it passed unanimously. 6-0-6.

(Gail Enos)

ATM-4.4 Town MIS/Computer Replacement Program: \$32,600.

Gary Delius

This article is for the continued replacement of computer equipment for Town departments.

This is the final request, in the first, four-year cycle of computer upgrades. The year after this the program starts again. Each year they take 25% of the oldest computers (ones that would cost more to maintain than to replace and ones that are technically obsolete). New departments receive the old computers. The Library is the most intensive computer user because the computers are used all day with different people using them all the time.

Motion to accept as written. Tom Thurston moved. Ginny Ross seconded and it passed unanimously. 6-0-0

(Tom Thurston)

ATM-4.5 Skate Park: \$50,000

Dennis Clark

Robert Caghill

\$89,670 for a skate park to be located at the Jerome Smith Parking Lot.

The Recreation Commissions ongoing fundraising has reached almost \$33,000. The fundraising began in September.

There would be prescribed hours of operation for the skate park and in the evenings it would be securely

locked.

Tom Thurston questioned whether it would be lighted. It will not so the hours of operation will be relative to sunset.

Motion to accept as written. Ruth Gilbert moved. Gail Enos seconded and it passed unanimously. 6-0-0.

ATM-4.6 Fleet Replacement Plan: \$130,000

Sandy Turner, Kathie Meads

\$100,000 to replace the recycling truck

\$30,000 to replace the tractor trailer truck

The current recycling truck is specifically designed for our narrow streets. The new truck will be very similar. The care exhibited for the last truck created a direct relationship to its length of use, helping it to not degrade as quickly.

Motion to accept as written. Ginny Ross moved. Gail Enos seconded and it passed unanimously. 6-0-0.

(Ginny Ross)

ATM-4.7 Town Hall Electrical Upgrades \$25,000

Gary Delius

The request is for the upgrading of electrical services for Provincetown, Town Hall. Currently, there is an overload. This is why the lights dim. It is not unsafe there is just not enough power. The interior wiring will not be changing.

Motion to accept as written. Tom Thurston moved. Gail Enos seconded and it passed unanimously. 6-0-0.

(Tom Thurston)

ATM-4.8 Cemetery Tractor: \$15,000

Sandy Turner, Kathie Meads

This article requests \$15,000 from the Cemetery Perpetual Care Funds for the replacement of the cemetery tractor (\$10,000) and to purchase 3 mower decks (\$1,650 each or \$4,950). Five years ago the tractors were purchased. In the summer there needs to be 2 running all the time. This will be the third. They are also used in the winter time for sidewalk plowing.

The useful life of the mower decks depends on stones at the cemetery. They are replaced out of the DPW budget when they can, about once every three years. The cemetery is their primary use.

Motion to accept as written. Gail Enos moved. Tom Thurston seconded and it passed unanimously. 6-0-0.

(Gail Enos)

ATM-4.9 Paving Cemetery Roads: \$25,000

Sandy Turner, Kathie Meads

\$25,000 is requested to be taken from the Cemetery Perpetual Care Fund to be used to repave the paved roads in the cemetery and to regrade the dirt roads in the cemetery. The issue is the roads are not pitched properly.

Sue Buerkel questioned how much money is in the perpetual care fund? There is approximately \$200,000. The amount depends on how much is taken in for burials.

Motion to accept as written. Gail Enos moved. Jennifer Bedard seconded and it passed unanimously.

(Gail Enos)

ATM-4.10 Stormwater Improvements: \$50,000
Sandy Turner, Kathie Meads

Drainage assessment completion for the actual design phase of drainage improvements. There is no state funding this year so they will go for supplemental funding. There will be GIS mapping for every drainage system.

Motion to accept as written. Tom Thurston moved. Gail Enos seconded and it passed unanimously. 6-0-0.

(Tom Thurston)

ATM-4.11 DEP Water Management Permit/New Source Development \$350,000
Sandy Turner, Kathie Meads

This is the third year of appropriation for this article for Water Management Act permitting and new source development. During FY 2004, these evaluations will focus on the North Truro Air Force Base, new sites in Truro and piloting desalinization.

Motion to accept as written. Tom Thurston moved. Gail Enos seconded and it passed unanimously. 6-0-0.

(Jennifer Bedard)

ATM-4.12 Automated Meter Reading: \$305,000
Sandy Turner, Kathie Meads

The Water Department is implementing an automated meter reading program that will allow more frequent and accurate readings of service meters. The figures for the sewer user's fees will also be determined by the meter readings so this doubles their importance.

Motion to accept as written. Ruth Gilbert moved. Jennifer Bedard seconded and it passed unanimously. 6-0-0.

(Ruth Gilbert)

ATM-4.13 Leak Detection and Water Service Upgrades: \$100,000
Sandy Turner, Kathie Meads

This is essential to support the town's continued efforts to reduce unaccounted for water.

Motion to accept as written. Ruth Gilbert moved. Jennifer Bedard seconded and it passed unanimously. 6-0-0.

(Ruth Gilbert)

ATM-4.14 Monitoring Well and SCADA: \$25,000
Sandy Turner, Kathie Meads

This article requests \$25,000 for monitoring well and SCADA – System Control Data Acquisition. The SCADA system was installed last year, it balances hydraulics, provides trend analysis, and has increased the level of compliance.

Motion to accept as written. Ruth Gilbert moved. Jennifer Bedard seconded and it passed unanimously. 6-0-0.

(Jennifer Bedard)

ATM-4.15 Auxiliary Power For Wells: \$225,000
Sandy Turner, Kathie Meads

In the event of an extended power outage the water system does not have sufficient stand-by generator capacity to maintain it's pumping abilities. The \$225,000 request is for auxiliary power for the wells.

Motion to accept as written. Tom Thurston moved. Gail Enos seconded and it passed unanimously 6-0-0.

(Tom Thurston)

ATM-4.16 Well Station Security: \$25,000
Sandy Turner, Kathie Meads

It is a priority, for Homeland Security that all town's improve the vulnerability of their water supplies. The \$25,000 will be used to conduct a vulnerability assessment. There is currently no federal funding for this. Ruth Gilbert questioned if there was any grant money. She also questioned if it would be possible to make it a more general article, without putting a dollar figure on it. This could possibly lead to a more accurate bid, rather than having the figure totally accessible prior to bidding. DPW stated that although all bids would be approximately in the same range, certain bids would provide more or less for the same price.

Motion to accept as written. Tom Thurston moved. Gail Enos seconded and it passed unanimously. 6-0-0.

(Sue Buerkel)

Future meeting schedule discussed and is as follows:

Monday, March 17th at 6:00 pm with Selectmen

Tuesday, March 18th at 4:00 pm CIP Public Hearing and Warrant Articles with financial implications

Wednesday, March 19th at 4:00 pm (if necessary)

Tuesday, March 25th at 4:00 pm Cape End Manor
(budget message to printer at that time)

Motion to adjourn meeting. Ruth Gilbert moved. Gail Enos seconded and it passed unanimously. 6-0-0.

Meeting adjourned at 7:05 pm.

Respectfully submitted,
Jennifer Bedard

