

MOTION: Move that the Board of Selectmen increase line B6 by \$9,000.

Motion: Tom Donegan

Seconded: Raphael Richter

Dan stated that he will add a separate line entitled A5 Other Compensation.

Amended MOTION: Move that the Board of Selectmen add to line A5 Other Compensation the amount of \$9,000.

Motion: Tom Donegan

Seconded: Raphael Richter

Tom believes that our Town Manager has a much bigger job than most other towns on the Cape.

Cheryl wanted to know if this line would be in the budget every year.

Tom stated that future increases will be on a merit base to be established by the Board.

4/1/0 (Cheryl Andrews) Motion passed.

Erik left the room at 5:40 p.m.

MOTION: Move that the Board of Selectmen add 123 as part of the BOS budget, as amended.

Motion: Raphael Richter

Seconded: Robert Anthony

3/1/0 (Cheryl Andrews) Motion passed.

Erik returned to the meeting at 5:43 p.m. The Board explained the vote they had taken without Erik and then the Board reconsidered the vote so Erik could vote on it.

Reconsidered MOTION: Move that the Board of Selectmen approve 123 in the amount of \$308,662 as part of the BOS budget, as amended.

Motion: Raphael Richter

Seconded: Robert Anthony

4/1/0 (Cheryl Andrews) Motion passed.

151 Legal Services – Acting Town Manager – (\$230,000):

There was a decrease of \$6,609. The Board agreed that \$230,000 is appropriate.

Tom believes that we do call our attorneys quite frequently and would like to see lower legal fees and perhaps bargaining agreements considered for each issue.

Cheryl would like to know when we last received a report from Town Counsel.

David believes the last report received was in June of 2014.

Erik believes our track record with them is very solid.

MOTION: Without objection the Board approved 151 as part of the BOS budget, as presented.

156 General Government – Acting Town Manager – (\$59,590):

This provides for certain town-wide activities such as postage, legal and classified advertising and for the Town Hall photographer, fax machine, folding machine and office supplies. This is level funded.

Tom asked where MIS is budgeted.

Dan answered under Finance 136.

MOTION: Without objection the Board approved 156 as part of the BOS budget, as presented.

482 Airport Commission – Airport Manager, Airport Commission – (\$98,450):

Butch stated that there were no major changes. Line item B3 was increased by \$5,000 for ongoing maintenance of the generator, heating, air conditioning, and electrical systems, grounds clearance, and having a reserve for unanticipated repairs to airport buildings, the hangar and equipment due to aging and wear and tear to same. Line item B4 for contractor services was increased by \$500 for wages for snow plowing, operations, maintenance and safety personnel when needed. This is largely driven by the amount of snowfall. Line item B6 for airport security was decreased by \$5,000. There were no further changes.

There were conversations on who is responsible for covering the costs for the different types of maintenance done at the airport. The Board was told that TSA requirements require a sworn police officer with the ability to make arrests must be present at the airport during the boarding/unboarding of passengers. The Board asked the Finance Committee to look a little closer at the reimbursements from the federal government for projects that are done at the airport and the monies being paid directly to the Provincetown airport for those projects.

610 Library – Acting Library Director – (\$315,994):

Acting Library Director Matt Clark noted two changes in the A Budget due to payroll increases. No major changes to the budget.

A brief discussion was held regarding the part-time employee hours of work being mostly done by those individuals who are supplementing their retirement. The library is open seven days per work and there are a number of shifts. Everyone is really pleased with the job that Matt is doing at the library as the Acting Library Director. Some discussion was held regarding the possible need for a master's level experienced librarian. It was noted since our population is fewer than 10,000 we would not lose any state funding should we not have a master's level librarian.

Tom noted that our library is getting a lot of good media coverage and would like to discuss other issues concerning the library at a later date and focus on the budget before the Board.

MOTION: Move that the Board of Selectmen approve 610 as part of the BOS budget, as presented.

Motion: Cheryl Andrews

Seconded: Robert Andrews

4/1/0 (Erik Yingling) Motion passed.

Tom asked Dan to bring Schedule C tomorrow for budget review and Dan said that he would.

630 Recreation - Recreation Director – (\$174, 125):

Recreation Director Brandon Motta appeared before the Board. The A budget reflects the Schedule C Plan increases for raises. The B budget was level funded. Since moving to the VMCC their programs have taken off. This past summer 167 children showed up for their programs. You do not need to be a Provincetown resident to participate in the programs being offered. The Board congratulated him on the success of the programs.

Erik was concerned that the hourly employees were not being paid enough and asked that an increase for them be considered in the future.

MOTION: Move that the Board of Selectmen approve 630 in the amount of \$174,125 as part of the BOS budget.

Motion: Raphael Richter

Seconded: Robert Anthony

4/1/0 (Erik Yingling) Motion passed.

DIVISION II. FINANCE

135 Town Accountant – Director of Finance – (\$238,509):

Budget A was increased according to the Schedule C Plan raises.

MOTION: Without objection the Board moved to make 135 part of the BOS budget, as presented.

136 Information Services – MIS Director - (\$511,955):

Beau Jackett MIS Director FY2016 stated that the MIS budget is unchanged for the most part. The A budget was set by the Schedule C Plan. The line item B8 was increased to support the goal of adding email accounts for board members and to support our email infrastructure being moved to the cloud in a hosting environment. There was a lengthy discussion regarding the possibility of moving to Goggle applications from Microsoft. Beau will bring back comparisons so that there is no probability that two disjointed systems would be used, with the staff using one system and the board members using another system. There will be further discussions regarding use of the internet and how to conduct business along with any policies that may need updating.

MOTION: Move that the Board approve 136 in amount of \$511,555, as presented.

Motion: Erik Yingling

Seconded: Raphael Richter

3/2/0 (Cheryl Andrews Tom Donegan) Motion passed.

141 Board of Assessors – Principal Assessor – (\$245,116):

Scott Fahle the Principal Assessor appeared before the Board. Budget A increased based on the contractual obligations for payroll. Line B1 Contractual Services – Professional increased by \$2,025 with everything else remaining the same in the B budget

Tom asked if this is the GIS.

Scott told the Board that the GIS is in the IT budget.

MOTION: Without objection the Board moved to approve 141 as part of the BOS budget, as presented.

145 Treasurer-Collector – Treasurer – (\$199,294):

Treasurer Connie Boulous and Collector Jim Denietolis appeared before the Board.

Connie stated that the budget is somewhat similar to past years but there are some changes in the personnel services. The A2 clerical position increased by \$1,000 based on the union contract. Line B1 for bookbinding increased by \$1,000. Line B4 for postage increased by \$500. It goes up every year. Line B8 for miscellaneous travel decreased by \$250. They are trying to promote online payment services for residents to pay their taxes.

Raphael is excited about online payments. He wanted to know if it takes off will parking permits and other permits be added for online payments.

Connie stated that it would be possible.

Tom would also like to see parking tickets come through this department.

Dan stated that in 2014 630 payments were done online. There are two billing cycles; one for property taxes and one for water/sewer.

MOTION: Without objection the Board moved to approve 145 as part of the BOS budget, as presented.

710 Debt Services – Treasurer – (\$2,063,551):

Treasurer Connie Boulous stated that there has been an increase in debt services from last year because in FY2016 we will be going out for bond. The general fund debt service cost of \$2,063,551 is 8.32% of the total projected FY2016 general fund revenues (\$24,784,796).

MOTION: Without objection the Board moved to approve 710 as part of the BOS budget, as presented.

820 Tax Title Treasurer – (\$19,000):

This is basically the same as 2014. Town Counsel gets involved from time-to-time and then a list is prepared and letters sent out to residents asking them to get current or come to Town Hall and set up a payment plan.

MOTION: Without objections the Board moved to approve 820 as part of the BOS budget, as presented.

Dan wants to have a meeting with the Board of Selectmen and Finance Committee to discuss what to do regarding the outstanding tax titles. We do not foreclose on residents at the moment and some of them are on payment plans. Residents know that we do not foreclose.

Cheryl wants an Executive Session on this issue. She would like to see the tax title list.

Tom asked to hold an Executive Session on March 9th re: litigation regarding the tax title issue.

910 Retirement/Benefits/Insurance – Finance Director – (\$6,362,952):

Finance Director Dan Hoort appeared before the Board. Line B1 for health insurance is a major part of the budget. Preliminary estimate from CCMHG is a 15% increase from FY2015 premiums. We adjusted down to a 10% increase. The requested OPEB contribution in FY2015 was increased by 2.5%. They are looking at other insurance companies to determine if the town can get the same benefits at better rates. Line item B8 for the retirement assessment was increased by 7%.

Erik wanted to know what employee bonds were.

Dan explained that it is for anyone who handles money. They are required to be bonded.

Raphael wanted to know how many vehicles we insure and why the amount goes up every year.

Dan did not know the exact number of vehicles but due to the fleet having newer vehicles the premiums are higher.

Tom would like to see the Board of Selectmen added to the town's health insurance plan. Other towns do this and it is a good incentive for future boards.

Erik stated that he is employed and has to move his work schedule around in order to be a Selectman. He believes that having insurance would make it more attractive to other people.

Raphael has often thought about this. He feels that the Selectmen are expected to put in a lot of time. In order to have this position more attractive to a wider range of individuals from all walks of life this seems like a good incentive.

Cheryl stated that the Assembly of Delegates offered health insurance. The county split the cost at 75%-25%. She lost her health insurance when she left the county. She believes that at one point the Selectmen did receive insurance and she is not sure when and why it was stopped.

Robert remembers when the Board of Selectmen received a \$5,000 per year stipend and also received insurance. He will support this and believes it will be a good incentive for any new people who are interested in becoming a Selectman.

MOTION: Move that the Board of Selectmen approve 910 in the amount of \$6,362,952 as part of the BOS budget, as presented.

Motion: Raphael Richter

Seconded: Erik Yingling

5/0/0 Motion passed.

2. Other: None.

Without objection meeting was adjourned at 8:42 pm.

Minutes transcribed by: Loretta Dougherty