

Provincetown Finance Committee Minutes
March 5, 2013, 9:00 a.m.
Judge Welsh Room, Provincetown Town Hall

Members Present: Tom Donegan, Mike Canizales (remote), Doug Cliggott, Tim Grobleski, Catherine Russo (arrived 9:15 a.m.), Gordon Siegel, Duane Steele and Clarence Walker

Excused Absent: none

Others Present: Finance Director Dan Hoort

Meeting called to order at 9:00 a.m.

Member Comments:

Minutes of February 12, 2013 approved for posting by unanimous consent (7-0-0)

Minutes of February 14, 2013 approved as amended for posting by unanimous consent (7-0-0)

Minutes of February 19, 2013 approved as amended for posting by unanimous consent (7-0-0)

Minutes of February 21, 2013 approved for posting by unanimous consent (7-0-0)

Minutes of February 25, 2013 approved as amended for posting by unanimous consent (7-0-0)

Duane Steel recused himself from the following conversation:

Committee discussed the reimbursement to the Town Moderator for her MMA hotel bill in the amount of \$478.84. Chair recommended the Committee send this back to the BOS

Tim Grobleski moved to approve a transfer from the Finance Committee Reserve Fund in the amount of \$478.84. 2nd by Catherine Russo. Approved by a vote of 6-1-0 (CW).

The Committee reviewed the Capital Improvement Program (CIP) after the Finance Director gave an overview of the program and the process.

Doug Cliggott discussed his work on looking at the Town's debt service. Ideal situation would be to reduce or avoid large fluctuations in debt service costs. The Committee discussed what might be an optimal level of debt service.

The Chair gave a summary of the Board of Selectmen (BOS) actions regarding FinCom recommendations. The BOS and FinCom agree on the budget with the two exceptions, the budget for legal and the building maintenance budget amount included in the Buildings and Grounds budget.

Options for the Committee include:

1. FinCom could amend the budget on town meeting floor.
2. FinCom could use their reserve fund if unforeseen expenditure was needed.
3. FinCom could bring forward an article at fall town meeting.

The Committee then began to review the CIP.

STM Article 6 -VMCC Shelter – Assistant Town Manager David Gardner explained the progress of the project. FEMA may cover more of the costs, but they have yet to confirm that possibility. Most of the cost of this article is related to the high school and is due to the fact that it's an historic building and the cost of the generator. The Committee expressed concern as to who would check the equipment to ensure it's working when needed. Also questioned if we needed both buildings as potential shelters. If this article is not approved we would have the VMCC only as a storm shelter.

The Committee discussed the fleet replacements being requested as part of the CIP. Representatives from the Fire & Rescue, Police and DPW would be asked to attend the next meeting in order to discuss their requests.

The Chair updated the Committee that information on Pier repairs and the cost for the repairs is not yet available. A work group has been formed of which the Chair is a member.

The Committee discussed the Building Maintenance Plan. The Committee feels a clearer distinction needs to be made as to when an expense is a CIP or when it is part of the operating budget.

The Committee still needs to request information from the School. A subcommittee of Mike, Tim and Clarence will post their meetings and meet to determine a list of questions the Committee would like answered by the school.

Meeting was adjourned at 12:00 p.m.

Meeting Documents:

- Minutes of February 10, 12, 19, 21, & 25
- CIP Summary as inserted into Banner
- April 2013 Town Meeting Warrant