

**Town of Provincetown
Finance Committee
Judge Welsh Hearing Room
Meeting Minutes
Friday, February 13, 2004**

Chair Ruth Gilbert opened the meeting at 3:05 PM noting the following attendees:

Present: Chair Ruth Gilbert, Vice Chair Sue Buerkel, Robert Vetrick, Gail Enos and Matthew Clark. Mark Leach and Ginny Ross will be late.

Also present, Keith Bergman, Town Manager, Town Moderator and various department heads.

Minutes of December 8th meeting were reviewed. **Motion: by Robert Vetrick, seconded by Matthew Clark to accept. 5:0:2.**

Minutes of February 9th meeting were reviewed. **Motion: by Robert Vetrick, seconded by Sue Buerkel to hold off approval, attach edits and send back to Phyllis. 5:0:2.**

BUDGET REVIEW FOR FY2005

-231 AMBULANCE (Steve Roderick, Treasurer; Jim Meads, CEO; Paul Silva, Clerk)

Request of \$165,200 which reflects a decrease of 5.1% from the budgeted level for the current year, fiscal 2004.

Motion: by Robert Vetrick, seconded by Gail Enos to accept as requested. 5:0:2.

- \$100,000 of receivables currently turned over to collection agency
- \$600,000 outstanding
- Average call cost is \$1,200 (a run to Cape Cod Hospital)
- Calls are partially reimbursed by insurance, individual, workers compensation, etc...
- Ex: Average reimbursement by Pilgrim Health is 80%
- High percentage of write offs - ambulance has to right off 20% or higher
- 15% of uncollected is from Free Care
- 650 of 1,000 calls are from Provincetown

-296 SHELLFISH (Tony Jackett, Shellfish Constable)

Request of \$36,896 which reflects slight increase under union contract; same staffing levels. **Motion by Robert Vetrick, seconded by Gail Enos to accept as requested. 5:0:2.**

-210 POLICE (Chief Ted Meyer, Sgt. Warren Tobias, and Andrea Roderick, Secretary)

Request of \$1,473,893 - The difference between that number and the amount reflected by the department is the difference in the number of summer police officers. The budget that the department submitted at the request of the Town Manager was to be a level-funded budget. Instead of getting rid of one patrol position, department held it in abeyance and took that money and applied it elsewhere where they need it.

Currently have 2 vacancies, on the way to getting a third on a disability retirement, possibly a fourth because an individual applied to a different department and yet a possible 5th. That means that the department will be short at least 4 officers.

There are 3-4 shifts in the summertime. 12 officers for the summer. 1 person working day shift and 1 officer working the Lopes Square intersection. Day officers need 2 days off and overlapping is needed to keep up the visibility. Bike patrols, although successful, had to be cut.

Mark Leach joined meeting at 3:40 PM.

Though grateful to come up from 10 to 13 summer officers department could use the full 16. In August, the department loses officers who are tired or it's not what they were looking for. Positions are filled through a civil

service list. State funding is going to be reduced. Ann Maguire left question regarding Performance Bonus procedures. Overtime is required to cover shifts. Only have 2 dispatchers but require 4.

Motion: by Robert Vetrick to accept the Selectmen figure as submitted for \$1,473,893. 6:0:1.

-**-211 POLICE STATION**

Request of \$26,600 which reflects level funding.

Motion: by Mark Leach, seconded by Sue Buerkel to accept as requested. 6:0:1.

-**-299 PARKING**

Request of \$359,259 reflects a decrease of 1/3 of a percent from last year.

Motion: by Robert Vetrick, seconded by Matthew Clark to table until future meeting with Town Accountant. 6:0:1.

-**-295 HARBORMASTER** (Chris Flavell, Marine Superintendent/Harbormaster)

Request of \$133,924 reflects level funding. There is a slight increase in salary; 2 boats running instead of 1.

Motion: by Mark Leach, seconded by Sue Buerkel to accept as requested. 6:0:1.

Ginny Ross joined meeting at 4:50 PM.

-**-294 HARBOR COMMITTEE**

Request of \$1,553 reflects level funding.

Motion: by Mark Leach, seconded by Sue Buerkel to accept as requested. 7:0:0.

-**-241 INSPECTIONS** (Jon Gilmore, Director of Community Development; Warren Alexander, Building Commissioner, Deputy Chief of Fire Department, Zoning Enforcement Officer and Marc LaTour, Community Development Deputy Director)

Proposal has to do with reducing 2 Full Time positions in Community Development Department which are the Community Development Director and Deputy Director.

Positions were created on Town floor 2 years ago to support Regulatory Departments.

The staff in that department will pick up those duties.

Also, the hiring of Building Commissioner because of Warren Alexander retiring in December and hiring of 2 Building Inspectors because Mr. Dias is retiring in the spring.

Staffing for 2 Building Inspectors in the future is needed because workload warrants 2 Inspectors to run Regulatory process and take responsibility as Building Inspector, as well as supporting Fire Department. Federal, State and Local regulations are awesome.

Mr. LaTour suggested that if budgeters don't consider Planning, Affordable Housing or Community Development to be important than don't budget for those areas after 10/31/05 when the contracts expire. Fewer personnel that you have in Community Development department means the more code violations will occur and the easier it will be for some developers to find a way to do whatever they want to do regardless of the town by-laws. Shortage of staff will lead to many expensive lawsuits for the town. Urged to keep full funding for all of the staff currently working under #240 and #241 budgets. Mr. Gilmore argued that cuts would create loads that will fall on workers who are already overburdened.

Ruth Gilbert produced 3 letters. Barnett Adler, Vice Chairman for the Planning Board in support of keeping both positions; Jon Gilmore's letter and a letter from Regina Binder encouraging Committee to consider keeping Town Planner.

Both budgets have been tabled for future meetings because not being a personnel board, the Finance Committee wants to gather as much information from department heads, Town Manager, and Selectmen, etc.. before making an extremely hard decision.

Warren Alexander discussed that the department substantially raised revenues but also raised services. This will be a cut of service but revenues aren't going to be lowered. Warren will be available to assist after retirement but not all the time. Person in his position will need support that Warren has now.

Motion: by Robert Vetrick, seconded by Gail Enos to table. 7:0:0.

Keith Bergman stated that the sooner the Town solves the issue of how we can have a financially viable nursing home the better it will be for everyone; some discussion of School Committee, School Project and upcoming Town Meeting.

Motion: by Matthew Clark, seconded by Robert Vetrick to adjourn meeting. 7:0:0.

Meeting adjourned at 5:35 PM.

Next meeting will be Thursday, February 19th at 2:00 PM.

Meeting minutes transcribed by Susan Virgilio.