



Town of Mashpee

*16 Great Neck Road N.
Mashpee, Massachusetts 02649*

FINANCE COMMITTEE – PUBLIC SESSION
Mashpee Town Hall – Waquoit Bay Meeting Room 1
Thursday, March 17, 2016 – 6:30 PM

CALL TO ORDER

PUBLIC COMMENT

APPROVAL OF MINUTES

- March 3, 2016

OLD BUSINESS

- Committee/Liaison Reports

NEW BUSINESS

- 6:40 p.m. Public Hearing - FY17 Operating Budget
- May 2016 Town Meeting Warrant Review
- Review of Draft Report of the Finance Committee for May 2016 Town Meeting

ADDITIONAL TOPICS

- This space is reserved for topics that the Chairman could not reasonably anticipate would be discussed.

UPCOMING FINANCE COMMITTEE MEETINGS

- Thursday, March 31, 2016
- Thursday, April 7, 2016

ADJOURNMENT

Finance Committee
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Present: Chris Avis, Terrie Cook, Mike Richardson, Oskar Klenert, Jeffrey Pettengill

Absent: David DelPonte, Thomas Murphy

Attendees: Rodney C. Collins, Town Manager
Dawn Thayer, Finance Director

Meeting Called to Order by Chairman Avis at 6:30 p.m.
Mashpee Town Hall, Waquoit Meeting Room

MINUTES

March 3, 2016:

Motion made by Mr. Richardson to approve the minutes of March 3, 2016 as presented.

Motion seconded by Mrs. Cook.

VOTE: Unanimous. 5-0, 2 absent.

Roll Call Vote:

| | | |
|-------------------------|----------------------------|----------------------------|
| Mr. Avis, yes | Mrs. Cook, yes | Mr. Richardson, yes |
| Mr. Klenert, yes | Mr. Pettengill, yes | Opposed, none |

PUBLIC COMMENT: None at this time.

OLD BUSINESS

Committee/Liaison Reports: None at this time.

NEW BUSINESS

Public Hearing – FY17 Operating Budget:

The Finance Committee opened the Public Hearing on the Fiscal Year 2017 Operating Budget submitted by the Town Manager. The Hearing notice was read aloud into the record in accordance with posting procedures.

Rodney C. Collins, Town Manager was in attendance with Dawn Thayer, the Finance Director for the purpose of reviewing the fiscal year 2017 operating budget with members of the Finance Committee. To outline the process, Mrs. Thayer gave a detailed overview of the recommendations and acknowledged the Town Manager's approach which was utilized in the budgetary process.

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Public Hearing – FY17 Operating Budget: (continued)

In developing an analysis of projected fiscal year revenues, state receipts and assessments are examined. Cherry sheet estimates include resolution aid or Chapter 70 funds, education offset items which include charter tuition reimbursement, school choice, school construction reimbursements, the library offset, unrestricted receipts and assessments for the lottery, state owned land and veteran's benefits and exemptions. This brings forth a total of \$6,696,498 in state receipts.

When subtracting offset to the cherry sheet assessment which includes the county tax, mosquito/air pollution control, the regional transit, special education, school and charter school sending tuitions, a total of \$2,289,331, net state aid is \$4,407,167. It was noted the current data can be found on page two of MA DOR's Division of Local Services (DLS) municipal cherry sheet data bank.

In addition to the net state aid assessment of \$4,407,167, local non-property tax receipts, \$3,150,000 are calculated with special revenue fund transfers. This includes hotel/motel, cemetery, shellfish permits, conservation revolving revenue, the ambulance receipts, the betterment/septic, and CPA funds. The total non-property tax revenue is \$9,463,013. It was noted the betterments/septic and CPA funds are held strictly for the debt service, and the Fire Department operating budget is always offset by \$500,000 through ambulance receipts.

With regards to local property tax revenue, it was noted the base levy limit is \$42,467,181. When calculating the levy limit, the Proposition 2 ½ allowable increase is included as is the FY16 estimated new growth, an increase of approximately 3.5%, debt exclusions and the Cape Cod Commission assessment. This brings forth a total FY17 tax levy limit of \$45,765,985.

Mrs. Thayer explained that debt exclusions are temporary, existing only during the terms of a bond. In FY17 the debt exclusions added to the tax levy include the Mashpee High School construction project in its final payment year, the fire sub-station construction project, the senior center, the St. Vincent's land purchase (now known as the Pickerel Cove Recreation Area), and the new library construction. Any school construction under state reimbursement is subtracted as are reductions received on the sale of bonds. The total debt exclusion in FY17 is \$1,379,911.

The total FY17 operating budget recommendation is \$55,646,031. This budget is reflective of a 1.7% increase which includes new positions, professional development, partial funding for an additional full-time librarian position and a decrease in the Cape Cod Technical School budget. The budget also includes a 1.8% increase to the school operating budget.

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Public Hearing – FY17 Operating Budget: (continued)

The total approved capital budget for fiscal year 2017 is \$468,731. This includes authorization to temporary borrow \$650,000 through ambulance receipts to fully fund a new fire pumper truck. The capital budget and the overlay, a provision for abatements \$375,000 is included in the Town Manager's recommendation to bring forth a total recommended operating budget of \$56,489,762.

Mrs. Thayer indicated in FY16, \$6 million was certified as free cash, funding available for appropriation. The sum of \$3.3 million will be used for Town Meeting in May. The remainder will be on hand for the start of next fiscal year.

Mrs. Thayer indicated the budget as presented is conservative and the Triple A bond rating the Town has achieved has offset budgetary costs. Members of the Finance Committee applauded the efforts of the Town Manager and his Financial Team consisting of the Finance Director, the Assessor and Treasurer for bringing forth a well-planned and well-presented budget.

In closing, Rodney C. Collins, Town Manager re-conveyed the budget contains several new line items for professional development, sick buy-back, and overtime. With the addition of new positions, some positions were suspended or deleted to offset costs. And further, sick buy-back a contractual provision will be monitored, and any unused funds will be returned. With regards to overtime, the budget provision will ensure those with responsibilities will cover what is necessary, when it is necessary.

Rodney C. Collins, Town Manager expressed appreciation to his Financial Team in the development of a fair and conservative budget for the Town of Mashpee. Being no further comment, the Finance Committee motioned to close the Public Hearing.

Motion made by Mr. Avis to close the Public Hearing.

Motion seconded by Mrs. Cook.

VOTE: Unanimous. 5-0, 2 absent.

Roll Call Vote:

| | | |
|-------------------------|----------------------------|----------------------------|
| Mr. Avis, yes | Mrs. Cook, yes | Mr. Richardson, yes |
| Mr. Klenert, yes | Mr. Pettengill, yes | Opposed, none |

May 2016 Town Meeting Warrant Review:

In preparation for the Report of the Finance Committee for the Special and Annual Town Meetings of Monday, May 2, 2016 members of the Finance Committee continued their review of the warrant taking a position on the following articles as referenced. To expedite the process of preparing the Finance Committee Report, it was agreed members would assist in the process and prepare a description of the FinCom Overview where noted.

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Special Town Meeting Warrant:

Article #1: To pay FY15 bills received after the close of the fiscal year.
 Previous vote unanimous 5-0 to support.
 Clarification required regarding payees to be determined.
 FinCom Overview to be completed by Mrs. Cook.

Article #2: Snow & Ice Account - \$256,200
 FinCom Overview to be completed by Mrs. Cook.

Motion made by Mrs. Cook to recommend Article #2 as presented.

Motion seconded by Mr. Richardson.

VOTE: Unanimous. 5-0, 2 absent.

Roll Call Vote:

| | | |
|-------------------------|----------------------------|----------------------------|
| Mr. Avis, yes | Mrs. Cook, yes | Mr. Richardson, yes |
| Mr. Klenert, yes | Mr. Pettengill, yes | Opposed, none |

Article #3: To create Department of Natural Resources, previously voted.
 FinCom Overview to be completed by Mr. Avis.

Article #4: To reserve CPC Funds from supplemental FY16 Trust Fund distribution.
 FinCom Overview to be completed by Mrs. Cook

Article #5: CPC – Housing Assistance Program, \$330,000 over a 3-year period.
 The Board of Selectmen has not voted on this article to date.
 Concern was voiced with respect to accountability regarding this program.
 FinCom Overview to be completed by Mr. Richardson.

Motion made by Mrs. Cook to not recommend Article #5.

Motion seconded by Mr. Richardson.

VOTE: Unanimous. 5-0, 2 absent.

Roll Call Vote:

| | | |
|-------------------------|----------------------------|----------------------------|
| Mr. Avis, yes | Mrs. Cook, yes | Mr. Richardson, yes |
| Mr. Klenert, yes | Mr. Pettengill, yes | Opposed, none |

Article #6: CPC – Great River Boat Ramp Improvement Project - \$200,000:
 FinCom Overview to be completed by Mr. Pettengill.

Motion made by Mr. Richardson to recommend Article #6 as presented.

Motion seconded by Mrs. Cook.

VOTE: 4-1, 2 absent. Motion carries.

Roll Call Vote:

| | | |
|------------------------|----------------------------|----------------------------|
| Mr. Avis, yes | Mrs. Cook, yes | Mr. Richardson, yes |
| Mr. Klenert, no | Mr. Pettengill, yes | Opposed, (1) |

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Special Town Meeting Warrant: (continued)

Article #7: CPC – Ockway Bay Boat Ramp Improvement Project - \$75,000:
 FinCom Overview to be completed by Mr. Pettengill.

Motion made by Mr. Richardson to recommend Article #7 as presented.

Motion seconded by Mrs. Cook.

VOTE: 4-1, 2 absent. Motion carries.

Roll Call Vote:

| | | |
|------------------------|----------------------------|----------------------------|
| Mr. Avis, yes | Mrs. Cook, yes | Mr. Richardson, yes |
| Mr. Klenert, no | Mr. Pettengill, yes | Opposed, (1) |

Article #8: CPC – Edward A. Baker Boat Ramp Improvement Project - \$75,000:
 FinCom Overview to be completed by Mr. Pettengill.

Motion made by Mr. Richardson to recommend Article #8 as presented.

Motion seconded by Mrs. Cook.

VOTE: 4-1, 2 absent. Motion carries.

Roll Call Vote:

| | | |
|------------------------|----------------------------|----------------------------|
| Mr. Avis, yes | Mrs. Cook, yes | Mr. Richardson, yes |
| Mr. Klenert, no | Mr. Pettengill, yes | Opposed, (1) |

Article #9: CPC - Acquisition of Littleford Property, 23.6/.0856 Acres, \$425,000:
 The property has been listed in the Town's Open Space & Recreation Plan for the past 10 years in support of open space, water supply and protection.
 FinCom Overview to be completed by Mr. Avis.

Motion made by Mrs. Cook to recommend Article #9 as presented.

Motion seconded by Mr. Richardson.

VOTE: Unanimous. 5-0, 2 absent.

Roll Call Vote:

| | | |
|-------------------------|----------------------------|----------------------------|
| Mr. Avis, yes | Mrs. Cook, yes | Mr. Richardson, yes |
| Mr. Klenert, yes | Mr. Pettengill, yes | Opposed, none |

Article #10: CPC – Mashpee Greenway Project, \$84,800:
 An economic development enhancement to enrich the Town of Mashpee.
 The project includes the construction of a footbridge, and trails.
 FinCom Overview to be completed by Mr. Richardson.

Motion made by Mrs. Cook to recommend Article #10 as presented.

Motion seconded by Mr. Richardson.

VOTE: Unanimous. 5-0, 2 absent.

Roll Call Vote:

| | | |
|-------------------------|----------------------------|----------------------------|
| Mr. Avis, yes | Mrs. Cook, yes | Mr. Richardson, yes |
| Mr. Klenert, yes | Mr. Pettengill, yes | Opposed, none |

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Annual Town Meeting Warrant:

Article #2: Town Manager's Operating Budget.
FinCom Overview to be completed by Mr. Avis.

Article #4: Temporary Borrowing for a new Fire Pumper Truck, \$650,000
*New Article #4, a unanimous recommendation of the CIP, to be fully funded by the Ambulance Receipts Account.

Motion made by Mr. Richardson to recommend Article #4 as presented.

Motion seconded by Mrs. Cook.

VOTE: Unanimous. 5-0, 2 absent.

Roll Call Vote:

| | | |
|-------------------------|----------------------------|----------------------------|
| Mr. Avis, yes | Mrs. Cook, yes | Mr. Richardson, yes |
| Mr. Klenert, yes | Mr. Pettengill, yes | Opposed, none |

Article #5: Cape Cod Technical School, Updated figures obtained.
Annual district budget: \$14,459,000.
Mashpee's share: \$1,137,175.
59 students, a decrease of 3 students from last year.

Motion made by Mrs. Cook to recommend Article #5 as presented.

Motion seconded by Mr. Richardson.

VOTE: Unanimous. 5-0, 2 absent.

Roll Call Vote:

| | | |
|-------------------------|----------------------------|----------------------------|
| Mr. Avis, yes | Mrs. Cook, yes | Mr. Richardson, yes |
| Mr. Klenert, yes | Mr. Pettengill, yes | Opposed, none |

Article #7: PEG Access and Cable Related Fund.
FinCom Overview to be completed by Mr. Richardson.

Article # 9: Chapter 90 Road Improvement Funds – HELD for figure.

Article #16: Community Septic Management; 0% interest loans.

Motion made by Mr. Richardson to recommend Article #16 as presented.

Motion seconded by Mrs. Cook.

VOTE: Unanimous. 5-0, 2 absent.

Roll Call Vote:

| | | |
|-------------------------|----------------------------|----------------------------|
| Mr. Avis, yes | Mrs. Cook, yes | Mr. Richardson, yes |
| Mr. Klenert, yes | Mr. Pettengill, yes | Opposed, none |

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Article #17: Voting Booths, \$18,753 to Elections & Registration Expense Account.
Replacement of 20 year old voting booths, damaged and obsolete. Each precinct would receive four new voting quads to increase the number of booths per precinct and to increase voter participation.

FinCom Overview to be completed by Mr. Richardson.

Motion made by Mrs. Cook to recommend Article #17 as presented.

Motion seconded by Mr. Richardson.

VOTE: Unanimous. 5-0, 2 absent.

Roll Call Vote:

| | | |
|-------------------------|----------------------------|----------------------------|
| Mr. Avis, yes | Mrs. Cook, yes | Mr. Richardson, yes |
| Mr. Klenert, yes | Mr. Pettengill, yes | Opposed, none |

Article #18: Conservation Department Bylaw Amendment.

Selectmen voted unanimously to approve.

FinCom Overview to be completed by Mr. Richardson.

Motion made by Mrs. Cook to recommend Article #18 as presented.

Motion seconded by Mr. Richardson.

VOTE: Unanimous. 5-0, 2 absent.

Roll Call Vote:

| | | |
|-------------------------|----------------------------|----------------------------|
| Mr. Avis, yes | Mrs. Cook, yes | Mr. Richardson, yes |
| Mr. Klenert, yes | Mr. Pettengill, yes | Opposed, none |

Article #19: No Smoking Ban at all Town of Mashpee beaches.

FinCom Overview to be completed by Mr. Pettengill.

Motion made by Mrs. Cook to recommend Article #19 as presented.

Motion seconded by Mr. Richardson.

VOTE: Unanimous. 5-0, 2 absent.

Roll Call Vote:

| | | |
|-------------------------|----------------------------|----------------------------|
| Mr. Avis, yes | Mrs. Cook, yes | Mr. Richardson, yes |
| Mr. Klenert, yes | Mr. Pettengill, yes | Opposed, none |

Article #20: Synthetic Marijuana Analogue – Enforcement.

Board of Selectmen voted unanimously to support.

FinCom Overview to be completed by Mr. Avis.

Motion made by Mrs. Cook to recommend Article #20 as presented.

Motion seconded by Mr. Avis.

VOTE: Unanimous. 4-0-1, 2 absent.

Roll Call Vote:

| | | |
|----------------------------|-------------------------------|----------------------------|
| Mr. Avis, yes | Mrs. Cook, yes | Mr. Richardson, yes |
| Mr. Pettengill, yes | Mr. Klenert, abstained | Opposed, none |

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Article #21 & Article #22: Petition Articles

It was agreed the petition articles would be HELD until the next meeting.
 Town Counsel is currently ruling on the petition articles.

STM – Article #5: REMOVED

ATM – Article #9, Article #21, Article #22: HELD

Review of Draft Report of the Finance Committee for May 2016 Town Meeting:

A draft letter to be inserted as page one of the Report of the Finance Committee for the May 2016 Town Meeting was read aloud into the record. It was agreed that corrections would be forwarded to the Finance Committee Chairman prior to the March 31, 2016 meeting.

The Town Meeting Warrant and Finance Committee Report in its entirety will be reviewed and finalized at the March 31st meeting.

Next Scheduled Meeting:

Thursday, March 31, 2016
 6:30 p.m. Mashpee Town Hall, Waquoit Meeting Room

Adjournment:

Motion made by Mr. Klenert to adjourn at 7:57 p.m.

Motion seconded by Mr. Richardson.

VOTE: Unanimous. 5-0, 2 absent.

Roll Call Vote:

| | | |
|-------------------------|----------------------------|----------------------------|
| Mr. Avis, yes | Mrs. Cook, yes | Mr. Richardson, yes |
| Mr. Klenert, yes | Mr. Pettengill, yes | Opposed, none |

Respectfully submitted,

Kathleen M. Soares
 Finance Committee Secretary