

Motion made by J. Moylan to accept corrected minutes for February 5<sup>th</sup> and seconded by R. Ciavarra and approved vote 8-0.

## **YARMOUTH FINANCE COMMITTEE MINUTES**

### **Yarmouth Town Hall, Room A**

### **February 12, 2020**

**Present:** Ken Mudie Chairman, Robert Ciavarra, Nathan Ladley, Jack Moylan, Jessica Norwood, Brian Gardiner, Sara Kohls, and George Perkins via conference call.

**Administration:** Daniel Knapik, Town Administrator, Presenters Karen Greene, Director of Community Development, and Gary Ellis, CPA chairman

**Guest:** Tom Kelley and George Slama members of CPA committee.

The meeting was called to order at 6:05 pm.

**1. CPA Presentation:** Karen Greene began presentation with review of mission statement and listed the appointed members of committee listing both Gary Ellis and Tom Kelley as at large members. A slide presentation indicated the FY20 reserve balances. She reviewed the town 3% allocated funds as well as the state matching funds. An explanation of the conservative use of funds for projects reviewed by CPA committee in view of the fact that allocation of past year's funding is being addressed by BOS and are on town meeting agenda. G. Ellis presented slides indicating the proposed articles the funds requested and the decreased amounts CPA recommended due to the uncertainty of available budget as pointed out by K. Greene. CPA recommended reduced amount to 2 affordable housing project applications as well 4 Historic Preservation project applications and postponed 2 other Historic applications. Both Open Space project applications were postponed and 2 of the 3 recreation application approved with CPA reduced financial recommendation. Mr. Ellis explained how seed money in the past years has been a benefit to the town for large affordable housing projects, and putting funds into water protection projects and commitments made to other projects such as Riverwalk project which will be postponed.

He reviewed a possible alternative to the present discussion with a tax exemption and pointed out, that this could accomplish both town goals as well as continue CPA to receive matching state funds which go into the mission of CPA for the town's on-going and future projects. Questions were addressed related to insurance liability for the recreation's proposed splash pad. There was discussion related to fall town meeting.

**2. Library Budget Presentation:** D. Knapik reviewed ongoing changes for the libraries and commended J. Cain for positive leadership in developing growth at the library. Such as boosting funding over past 5 years, increasing salaries secondary to funding, creating a centralized facility, library hours became permanent with a positive community response, hiring a new director for children's department, having weekend programs and weekly emails for Website.

Motion made by J. Moylan to accept corrected minutes for February 5<sup>th</sup> and seconded by R. Ciavarra and approved vote 8-0.

- 3. FinCom Administrative Items:** K. Mudie addressed the administrator with follow up information related to need for finance committee to obtain final budget numbers, as well as information on free cash, free cash for waste water project and a date to review information to be presented to BOS. The administrator pointed out that the changes made by departments to follow a format that addressed their budget with a power-point presentation has been successful in making a positive difference this year.
- 4. Votes on Admin., Finance and IT Budget:** The Finance Committee Chairman introduced the voting of the above department budgets.  
A motion was made to accept the \$1,177,804.00 administrative budget by Jessica Norwood and seconded by Sara Kohls with an approval vote 8-0.  
A motion was made to accept the \$1,636,550.00 finance budget by Robert Ciavarra and seconded by Brian Gardiner with an approval vote 8-0.  
A motion was made to accept the \$1,053,140.00 municipal operation budget by Jessica Norton and seconded by Sara Kohls with an approval vote 8-0.
- 5. Adjourn:**  
A motion to adjourn was made by Jack Moylan and seconded by Robert Ciavarra with an approval vote 8-0.

Respectfully submitted by,

Beverly A. Bachand